

BRITISH ASSOCIATION FOR CYTOPATHOLOGY (BAC)

England & Wales · Charity number 276829

Details

Other names	BRITISH SOCIETY FOR CLINICAL CYTOLOGY, CANSEARCH
Status	Registered
Legal form	Other
Registered	1978-12-07
Register	View on the Charity Commission register

Contact

Address	Institute Of Biomedical Science 12 Coldbath Square London EC1R 5HL
Phone	07890728843
Email	mail@britishcytology.org.uk
Website	www.britishcytology.org.uk

Activities

Objects: 1. TO ADVANCE THE SCIENCE AND ART OF CLINICAL CYTOPATHOLOGY BY ENCOURAGING HIGHER STANDARDS IN CYTOPATHOLOGY FOR THE BENEFIT OF THE PUBLIC. 2. TO ENCOURAGE RESEARCH IN CYTOPATHOLOGY AND RELATED FIELDS AND THE PUBLICATION OF USEFUL RESULTS.

Activities: The purpose of the society is to promote the clinical discipline of cytopathology through education, research and representation.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** The General Public/mankind

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£61,221	£61,122	-	-
2024-03-31	£62,842	£74,352	-	-
2023-03-31	£70,773	£69,759	-	-
2022-03-31	£71,927	£71,911	-	-
2021-03-31	£57,294	£52,289	-	-

Trustees

Name	Role	Appointed
Dr Anthony Maddox	Chair	2016-10-04
ALLAN WILSON		2012-03-28
Donna Morrison		2024-10-31
Dr Ashish Chandra		2016-10-04
Dr Kay Ellis		2011-03-15
Dr Martina Munonyara		2021-10-15
Helen Burrell		2016-10-04
Karina Evans		2024-10-31
Leonie Wheeldon		2020-10-02
SUSAN MEHEW		2012-03-28

Accounts

**BRITISH ASSOCIATION FOR CYTOPATHOLOGY
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

British Association for Cytopathology

Contents

	Page
Trustees' Report	1—5
Independent Examiner's Report	6
Statement of Financial Activities	7
Comparative Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10—14

British Association for Cytopathology

Trustees' Report For The Year Ended 31 March 2025

The trustees present their report and the financial statements for the year ended 31 March 2025.

Objectives and Activities

Aims and Objectives

The British Association of Cytopathology (BAC), which is registered as a charity, was founded in 2011 resulting from the merger of British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). The BAC exists to advance the science and art of Cytopathology by encouraging higher standards in Cytopathology for the benefit of the public and to encourage research in Cytopathology and related fields for the publication of useful results. In pursuit of these aims and objectives, the BAC has the power to receive contributions via a membership fee and raise funds where appropriate, to finance the work of the BAC.

To achieve these aims and objectives, the BAC will hold regular Scientific Meetings, educational study days, training courses and workshops and will facilitate a Continuous Education Certificate scheme open to all members. The BAC will work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other professional bodies, charities, statutory and non-statutory organisations.

Significant Activities

Due to Wiley, the publishers of the 'Cytopathology' journal, transitioning towards online publications and the termination of the contract between the BAC and Wiley, BAC members no longer receive a printed copy of 'Cytopathology'. BAC members can still access 'Cytopathology' at no cost via their institution's library access or Open Athens account. There is also the option of subscribing to 'Cytopathology' at a discounted cost of £79 per year.

While this is a significant change to one of BAC membership's benefits there are many other benefits which have developed over the years providing valuable material to our members. These include the launch of a 'new look' version of SCAN now incorporated into the website, webinars, bursaries as well as monthly blogs, case studies, slide clubs and image of the month.

Public Benefit

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

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities described above.

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Charitable activities

www.britishcytology.org.uk

The new website is established and Phase 2 is under development to allow payments directly through the site. It will continue to develop and cover the evolution of the BAC, meetings and news/research within the field of Cytopathology. The BAC is keen to develop an educational section using cases/modules for self learning. We encourage any comments or ideas for developing the website and are particularly interested to hear if you have any material that would provide a valuable resource to our members.

Continuing Professional Development

The BAC have worked hard to establish ourselves as a professional body for cytopathology in the UK, and it has taken some time, but through working closely with other relevant organisations, national bodies and government departments we are now the "go-to" body which represents cytology in all its forms within the UK, recognised and respected across the world.

Following on from COVID-19 restrictions and numerous train strikes, the BAC has continued its educational meetings in the form of Webinars hosted through Zoom/Teams. These have been very well-received and have attracted many attendees not only from the UK but overseas too. The Webinars have been recorded and can be found on 'Youtube'.

The BAC X (Twitter) account has now closed, but the LinkedIn account is still helping to expand its coverage with Social Media.

**British Association for Cytopathology
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Financial Review

Financial Position

The Association has generated a deficit in the year of £5,331 (2024: £16,056 deficit) from its activities throughout the year.

The revised arrangement from our journal Cytopathology continue to generate royalty payments from the publishers Wiley. However, the surpluses realised from Conferences and meetings in recent years are now of much increased importance to the finances of the BAC. A conference was held in this financial year.

At the year end, the BAC still has available reserves in excess of £400,000 which we consider to be in line with the reserves policy referred to below.

The Executive is satisfied with the results shown, which are very much in line with expectations.

Reserves Policy

The BAC maintains reserves to enable us to provide an uninterrupted service to our members. It is considered that reserves should be able to support a minimum of one year, and ideally up to two years operating costs. The BAC now has total reserves of £400,235 (2024: £405,299), and this is within the range of our reserves policy.

Investment policy and objectives

The Constitution of the BAC authorises the Executive to make and hold investments using the funds of the charity.

Cash balances are currently held with Lloyds Bank and The National Savings Bank. In addition, the BAC holds certain investments in quoted securities, which have been previously donated to it.

The Executive, having regard to the liquidity requirements of the organisation, have operated a policy of keeping available funds within interest bearing deposit accounts.

Future Plans

Although the restrictions of the Covid-19 pandemic are behind us, the substantial shift to online events and meetings remains and the hopeful version of the future includes regular but infrequent face-to-face meetings interspersed with online webinars.

Of course, the space to watch is the BAC website, where you will be the first to hear about upcoming BAC events (both online and in person) as well as many other events of interest from the EFCS, International Academy of Cytology (IAC), RCPATH and others. Past BAC webinars are also available, free of charge (for members and non-members), on the BAC's YouTube channel which you can get to by following links from the website.

BAC's main aim is still to represent cytology and all those with an interest in cytology working within the UK. Executive members continue to work hard and although in some areas progress is slow or frustratingly not always possible. Highlights of the year include:

A successful BAC Spring Tutorial held on 15th March 2025 using Microsoft Teams, which included international speakers Dr Camelia Radulescu and Dr Amy Ly. Thank you to those involved in the create of the morning session which was chaired by Dr Anthony Maddox and the afternoon by Dr Asish Chandra. Also a thank you to Mr Burt who prepared the holdings slides for the event.

The National FNA/ROSE Training - thank you to Mrs Leonie Wheeldon and Dr. Anthony Maddox.

BAC representation at the 22nd ICC in Florence, Italy

Thank you again to all the dedicated and hardworking colleagues on the Executive committee and a special thanks to Mr Glencross who has stepped down as Editor of SCAN as well as Tony Maddox who has now stepped down from chair just after July 2025. Tony Maddox will still remain a BAC representative. Also a mention to Ashish Chandra who is to be named BAC representative for Cytopathology journal continuity.

Structure, Governance and Management

Governing Document

The British Association for Cytopathology (BAC) was formed in 2011 following the merger of the British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). BAC is a registered charity, charity number 276829, duly constituted under a Deed of Trust. The constitution and rules were adopted on 4th November 2017 and are accessible on the Association's website.

**British Association for Cytopathology
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Appointment to Executive

Executive members are appointed for a period of three years, and are appointed by a majority vote from nominations received at the Annual Meeting. The Officers of the BAC are selected from the Executive.

The members of the Executive are the Trustees of the Association in relation to its status as a registered charity.

Organisation

The Association is based within the UK. It no longer has any permanent office accommodation of its own but its administration is handled through IBMS in London. The academic work of the organisation is controlled and organised through a series of committees, the membership of which is shown below.

We now have a "front desk" manned throughout the full working week through arrangements with the IBMS in London. The remaining administrative duties have been devolved to members of The Executive.

Induction and training of new members

New members of the Executive are briefed on their legal obligations under charity law, the committee, and decision making processes of the organisation.

Risk management

The Executive is responsible for safeguarding the assets of the BAC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- a) the BAC is operating efficiently and effectively;
- b) its assets are safeguarded against unauthorised use or disposition;
- c) proper records are maintained and are reliable;
- d) the BAC complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- e) regular meetings and reviews conducted by the Executive;
- f) regular consideration by the Executive of the financial results in light of known expectations, non-financial performance indicators and review;
- g) delegation of authority and segregation of duties;
- h) identification and management of risks

The Executive actively review the main risks which the charity faces on a regular basis, and believe that maintaining our free reserves at the levels stated previously, combined with our annual review of the controls over key financial systems carried out through various reviews, will provide sufficient resources in the event of adverse conditions. The Executive have also examined other operational and business risks which we face, and confirm that they have established systems to mitigate the significant risk. The Executive wish to ensure that the BAC's internal financial controls in particular, conform to guidelines issues by the Charity Commission.

Reference and Administrative Details

Trustees

Dr A Maddox
Ms D Morrison (appointed 18/10/2024)
Prof A Wilson
Dr K Ellis
K Rice (resigned 17/10/2024)
L Wheeldon
Mrs S Mehew
Mrs H Burrell (appointed 18/10/2024)
Dr M Munonyara
Dr A Chandra
K Evans (appointed 18/10/2024)

Charity Number

276829

**British Association for Cytopathology
Trustees' Report (continued)
For The Year Ended 31 March 2025**

Principal Address

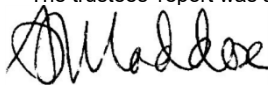
12 Coldbath Square
London
EC1R 5HL

Independent Examiner

Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

**British Association for Cytopathology
Trustees' Report (continued)
For The Year Ended 31 March 2025**

The trustees' report was approved by the board of trustees and signed on its behalf by:



Dr A Maddox

Trustee 05 Feb 2026
Date

British Association for Cytopathology
Independent Examiner's Report to the Trustees of British Association for Cytopathology
For The Year Ended 31 March 2025

I report to the trustees on my examination of the accounts of British Association for Cytopathology (the Trust) for the year ended 31 March 2025.

Responsibilities and Basis of Report

As the charity trustees of the Trust 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 Trust's accounts 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the 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 contents 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.



Philip Longstaff FCA 05 Feb 2026

Date
Ellis Atkins
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

British Association for Cytopathology
Statement of Financial Activities
For The Year Ended 31 March 2025

			2025	2024
		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
INCOME AND ENDOWMENTS FROM:				
Charitable activities:				
Advancement of scientific research		60,727	-	60,727
Investments	3	492	-	492
		61,221	-	61,221
EXPENDITURE ON:				
Charitable activities:	5			
Advancement of scientific research		(61,122)	-	(61,122)
NET INCOME/(EXPENDITURE)		99	-	99
Losses on revaluation of fixed assets		(5,430)	-	(5,430)
NET MOVEMENT IN FUNDS		(5,331)	-	(5,331)
RECONCILIATION OF FUNDS:				
Total funds brought forward		391,966	13,333	405,299
TOTAL FUNDS CARRIED FORWARD	14	386,635	13,333	399,968

The notes on pages 10 to 14 form part of these financial statements.

British Association for Cytopathology
Comparative Statement of Financial Activities
For The Year Ended 31 March 2025

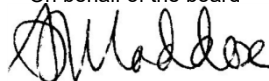
		2024		
		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
INCOME AND ENDOWMENTS FROM:				
Charitable activities:				
Advancement of scientific research		62,467	-	62,467
Investments	3	377	-	377
		<u>62,844</u>	<u>-</u>	<u>62,844</u>
EXPENDITURE ON:				
Charitable activities:	5			
Advancement of scientific research		(74,354)	-	(74,354)
NET EXPENDITURE		<u>(11,510)</u>	<u>-</u>	<u>(11,510)</u>
Losses on revaluation of fixed assets		(4,546)	-	(4,546)
NET MOVEMENT IN FUNDS		<u>(16,056)</u>	<u>-</u>	<u>(16,056)</u>
RECONCILIATION OF FUNDS:				
Total funds brought forward		408,022	13,333	421,355
TOTAL FUNDS CARRIED FORWARD	14	<u>391,966</u>	<u>13,333</u>	<u>405,299</u>

The notes on pages 10 to 14 form part of these financial statements.

**British Association for Cytopathology
Statement of Financial Position
As At 31 March 2025**

				2025	2024
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Assets	10	-	-	-	357
Investments	11	23,856	-	23,856	29,286
		23,856	-	23,856	29,643
CURRENT ASSETS					
Debtors	12	49,319	-	49,319	50,430
Cash at bank and in hand		334,034	13,333	347,367	340,741
		383,353	13,333	396,686	391,171
Creditors: Amounts Falling Due Within One Year	13	(20,574)	-	(20,574)	(15,515)
NET CURRENT ASSETS (LIABILITIES)		362,779	13,333	376,112	375,656
TOTAL ASSETS LESS CURRENT LIABILITIES		386,635	13,333	399,968	405,299
NET ASSETS		386,635	13,333	399,968	405,299
FUNDS OF THE CHARITY					
Restricted Funds				13,333	13,333
Unrestricted Funds				386,635	391,966
TOTAL FUNDS	14			399,968	405,299

On behalf of the board



Dr A Maddox

Trustee 05 Feb 2026
Date



Ms D Morrison

Trustee 05 Feb 2026

The notes on pages 10 to 14 form part of these financial statements.

British Association for Cytopathology

Notes to the Financial Statements

For The Year Ended 31 March 2025

1. General Information

British Association for Cytopathology is an unincorporated charity registered with the Charity Commission, registered charity number 276829. The principal address is 12 Coldbath Square, London, EC1R 5HL.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities Act 2011.

The charity is a Public Benefit Entity as defined by FRS 102.

2.2. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2.3. Incoming Resources

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

2.4. Intangible Fixed Assets and Amortisation - Other Intangible

Other intangible assets are website development costs. It is amortised to income and expenditure account over its estimated economic life of three years.

2.5. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Plant & Machinery	25% reducing balance method
Computer Equipment	33% straight line method

2.6. Taxation

The charity is exempt from tax as all its income is charitable and applied for charitable purposes.

2.7. Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs 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.

2.8. Allocation and apportionment of costs

The charity allocates its support costs on a basis consistent with the use of resources.

3. Investment Income

	2025	2024
	Unrestricted	Unrestricted
	funds	funds
	£	£
Other interest receivable	492	377

British Association for Cytopathology
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

4. Net Income/(Expenditure)

The net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation of tangible fixed assets - owned	89	119
Gain/Loss on disposal of tangible fixed assets	268	-
	<u>268</u>	<u>-</u>

5. Analysis of Expenditure

	2025
	£
Activities undertaken directly	Support costs (see note 6)
£	£
Advancement of scientific research	30,249
	<u>30,873</u>

	2024
	£
Activities undertaken directly	Support costs (see note 6)
£	£
Advancement of scientific research	37,727
	<u>36,627</u>

6. Support Costs

	2025
	Advancement of scientific research
	£
General administration	29,634
Depreciation	357
Governance costs	882
	<u>30,873</u>

	2024
	Advancement of scientific research
	£
General administration	35,626
Depreciation	119
Governance costs	882
	<u>36,627</u>

British Association for Cytopathology
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

7. Independent Examiner's Remuneration

	2025	2024
	£	£
Independent examination of the financial statements	882	882
Other assurance services	-	-
Tax advisory services	-	-
Other financial services	2,058	2,058
	<u>2,940</u>	<u>2,940</u>

Other financial services related to the preparation of the statutory accounts. The figures above are inclusive of VAT.

8. Average Number of Employees

Average number of employees during the year was: NIL (2024: NIL)

9. Intangible Assets

	Website development £
Cost	
As at 1 April 2024	17,626
As at 31 March 2025	<u>17,626</u>
Amortisation	
As at 1 April 2024	17,626
As at 31 March 2025	<u>17,626</u>
Net Book Value	
As at 31 March 2025	-
As at 1 April 2024	<u>-</u>

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

Website development - 33% straight line method

10. Tangible Assets

	Plant & Machinery £	Computer Equipment £	Total £
Cost			
As at 1 April 2024	6,339	524	6,863
Disposals	(6,339)	(524)	(6,863)
As at 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>
Depreciation			
As at 1 April 2024	5,982	524	6,506
Provided during the period	89	-	89
Disposals	(6,071)	(524)	(6,595)
As at 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>

...CONTINUED

British Association for Cytopathology
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

Net Book Value

As at 31 March 2025	-	-	-
As at 1 April 2024	357	-	357

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

Plant and machinery	- 25% reducing balance method
Computer equipment	- 33% straight line method

11. Investments

	Listed £
Cost or Valuation	
As at 1 April 2024	29,286
Revaluations	(5,430)
As at 31 March 2025	23,856
Provision	
As at 1 April 2024	-
As at 31 March 2025	-
Net Book Value	
As at 31 March 2025	23,856
As at 1 April 2024	29,286

12. Debtors

	2025 £	2024 £
Due within one year		
Other debtors	49,319	50,430

13. Creditors: Amounts Falling Due Within One Year

	2025 £	2024 £
Other creditors	4,383	9,055
Accruals and deferred income	16,191	6,460
	20,574	15,515

14. Movement in Funds

	As at 1 April 2024 £	Income £	Expenditure £	Gains and losses £	As at 31 March 2025 £
Unrestricted funds					
General:					
General unrestricted fund	391,966	61,221	(61,122)	(5,430)	386,635
Restricted funds					
Mina Desai Award	13,333	-	-	-	13,333
Total funds	405,299	61,221	(61,122)	(5,430)	399,968

British Association for Cytopathology
Notes to the Financial Statements (continued)
For The Year Ended 31 March 2025

	As at 1 April 2023	Income	Expenditure	Gains and losses	As at 31 March 2024
	£	£	£	£	£
Unrestricted funds					
General:					
General unrestricted fund	408,022	62,844	(74,354)	(4,546)	391,966
Restricted funds					
Mina Desai Award	13,333	-	-	-	13,333
Total funds	<u>421,355</u>	<u>62,844</u>	<u>(74,354)</u>	<u>(4,546)</u>	<u>405,299</u>

The Association operates unrestricted and restricted funds. Unrestricted funds are used for the general and scientific activities of BAC.

The restricted fund of £13,333 relates to a donation received in 2022. This donation is specifically to cover costs relating to the annual Mina Desai Award, an annual bursary for the European Conference and a tri-annual bursary for the International meeting. The donation is expected to fund this expenditure for up to ten years.

15. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

Details relating to trustees' expenses are given below.

	2025	2024
	£	£
Other Expenses	<u>5,354</u>	<u>7,842</u>

Number of trustees reimbursed for expenses during the year was 18 (2024: 15)

Travelling and directly incurred other expenses amounting to £5,354 were reimbursed to 18 Executive Members (2024 - £7,842 to 15 Executive Members).

16. Related Party Disclosures

There have been no related party transactions in the reporting period that require disclosure, except for those disclosed in the Transactions with Trustees note.



Issuer Ellis Atkins

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Parties involved with this document

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Thu, 5th Feb 2026 9:48:12 GMT	Philip Longstaff - Signer (5e990c26f4ebcf056b7cbd5a4b78d5f9)
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Audit history log

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Thu, 5th Feb 2026 8:34:42 GMT	Envelope has been set to automatically remind the active signer every 7 day(s). (35.176.231.177)
Thu, 5th Feb 2026 8:34:55 GMT	Envelope generated
Thu, 5th Feb 2026 8:34:56 GMT	Sent the envelope to Ms D Morrison for signing

Thu, 5th Feb 2026 8:34:56 GMT	Document emailed to party email
Thu, 5th Feb 2026 8:45:46 GMT	Ms D Morrison viewed the envelope (148.252.147.178)
Thu, 5th Feb 2026 8:49:54 GMT	Ms D Morrison signed the envelope (148.252.147.178)
Thu, 5th Feb 2026 8:49:54 GMT	Sent the envelope to Dr A Maddox for signing (148.252.147.178)
Thu, 5th Feb 2026 8:49:55 GMT	Document emailed to party email
Thu, 5th Feb 2026 9:36:00 GMT	Dr A Maddox viewed the envelope (157.203.6.113)
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Thu, 5th Feb 2026 9:42:06 GMT	Sent the envelope to Philip Longstaff for signing (157.203.6.113)
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	https://api.signable.app/shareable/envelope?t=6dc6024a-2aa1-44d7-932b-03770dd25c87 (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Document emailed to party email

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Ellis Atkins
Chartered Accountants
Constable Court
62 Dene Street
Dorking
Surrey
RH4 2DP

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The British Association of Cytopathology (BAC), which is registered as a charity, was founded in 2011 resulting from the merger of British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). The BAC exists to advance the science and art of Cytopathology by encouraging higher standards in Cytopathology for the benefit of the public and to encourage research in Cytopathology and related fields for the publication of useful results. In pursuit of these aims and objectives, the BAC has the power to receive contributions via a membership fee and raise funds where appropriate, to finance the work of the BAC.

To achieve these aims and objectives, the BAC will hold regular Scientific Meetings, educational study days, training courses and workshops and will facilitate a Continuous Education Certificate scheme open to all members. The BAC will work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other professional bodies, charities, statutory and non-statutory organisations.

Significant activities

All the members receive the official journal "Cytopathology" . "SCAN" is now incorporated into the new website and is no longer published. The aim of Cytopathology is to publish articles relating to those aspects of cytology which will increase our knowledge and understanding of the aetiology, diagnosis and management of human disease. It contains original articles and critical reviews on all aspects of clinical cytology in its broadest sense: including gynaecological and non-gynaecological cytology, fine needle aspiration and screening strategy. The journal welcomes papers on ultrastructural, histochemical and immunocytochemical studies of the cell as well as articles on quantitative cytology and DNA hybridization.

The aim of Cytopath Editorial policy reflects the interest of cytopathologists and cytotechnologists alike as well as the interest of clinicians using the cytology service. It also reflects the interest of biological scientists whose work involves research of the cellular level. We continue to correlate information on matters cytological including progress of the NHS Cervical Screening Programme.

All members receive the journal

Public benefit

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

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities described above.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

www.britishcytology.org.uk

The new website is established and Phase 2 is under development to allow payments directly through the site. It will continue to develop and cover the involvement of the BAC, meetings and news/research within the field of Cytopathology. The BAC is keen to develop an educational section using cases/modules for self learning. We encourage any comments or ideas for developing the website and are particularly interested to hear if you have any material that would provide a valuable resource to our members

Continuing Professional Development

The BAC have worked hard to establish ourselves as a professional body for cytopathology in the UK, and it has taken some time, but through working closely with other relevant organizations, national bodies, government departments we are now the 'go-to' body which represents cytology in all its forms within the UK, recognized and respected across the world.

Due to COVID-19 restrictions and numerous train strikes, the BAC has continued its educational meetings in the form of Webinars hosted through Zoom/Teams. These have been very well-received and have attracted many attendees not only from the UK but overseas too. The Webinars have been recorded and can be found on 'YouTube'.

The BAC X (Twitter) account is being widely used and the number of followers has increased greatly over the year. The BAC has also developed a LinkedIn account to expand its coverage with Social Media.

FINANCIAL REVIEW

Financial position

The Association has generated a deficit in the year of £16,056 (2023: £1,014 surplus) from its activities throughout the year.

The revised arrangements for our journal Cytopathology continue to generate royalty payments from the publishers Wiley. However, the surpluses realised from Conferences and meetings in recent years are now of much increased importance to the finances of the BAC. No conference was held in this financial year.

At the year end, the BAC still has available reserves in excess of £400,000 which we consider to be in line with the reserves policy referred to below.

The Executive is satisfied with the results shown, which are very much in line with expectations.

Investment policy and objectives

The Constitution of the BAC authorises the Executive to make and hold investments using the funds of the charity.

Cash balances are currently held with Lloyds Bank and The National Savings Bank. In addition, the BAC holds certain investments in quoted securities, which have been previously donated to it.

The Executive, having regard to the liquidity requirements of the organisation have operated a policy of keeping available funds within interest bearing deposit accounts.

Reserves policy

The BAC maintains reserves to enable us to provide an uninterrupted service to our members. It is considered that reserves should be able to support a minimum of one year, and ideally up to two years operating costs. The BAC now has total reserves of £405,299 (2023: £421,355), and this is within the range of our reserves policy.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

FUTURE PLANS

Although the restrictions of the Covid-19 pandemic are behind us, the substantial shift to online events and meetings remains and the hopeful version of the future includes regular but infrequent face-to-face meetings interspersed with online webinars.

We had hoped to hold our Spring tutorial in March 2023 as a face-to-face workshop in London but train strikes made this impossible.

Therefore, we converted to an online slide seminar using both glass slides of challenging peritoneal cytology expertly demonstrated and discussed from Croatia by Professor Danijela Vrdoljak-Mozeti?, General Secretary of the European Federation of Cytology Societies (EFCS) followed by Dr Maria Buttice from St Thomas's Hospital in London who used whole slide scans of pancreato-biliary cases to illustrate pitfalls in this area of diagnosis with pertinent references to the recently published WHO "blue book" or, to give it its proper title, "WHO Reporting System for Pancreaticobiliary Cytopathology".

The use of whole slide digital scans in a workshop was a first for the BAC and we will endeavour to use this technology whenever appropriate and available for future online workshops.

The feedback from this meeting suggested that the participants found the seminar very valuable. In fact, in July 2023, the Royal College of Pathologists held an online Cytopathology Study Day, primarily for medical and non-medical trainees, with presentations formatted as a short 15 minute talk followed by whole slide images. Although not a formal BAC meeting, most of the presenters were BAC members and the structure again proved popular as another way of doing "remote double heading".

Just to prove we haven't forgotten about face-to-face meetings and how to do them, a day of talks with a hands-on microscope workshop was held on the subject of (cervical) invasive cancer audit in June 2023 at NEPSEC in Wakefield. The feedback, again, has been excellent and a follow-up is planned in the near future so watch this space, as they say.

Of course, the space to watch is the BAC website, where you will be the first to hear about upcoming BAC events (both online and in person) as well as many other events of interest from the EFCS, International Academy of Cytology (IAC), RCPATH and others. Past BAC webinars are also available, free of charge (for members and non-members), on the BAC's YouTube channel which you can get to by following links from the website.

BAC's main aim is still to represent cytology and all those with an interest in cytology working within the UK. Executive members continue to work hard and although in some areas progress is slow or frustratingly not always possible. Highlights of the year include:

A successful BAC Spring Tutorial held Saturday 6th April 2024 on the Zoom platform and hosted by Dr. Bijal Shah and Dr. Ash Chandra on the theme of diagnostic Cytopathology.

The National FNA/ROSE Training - thank you to Mrs Leonie Wheeldon and Dr. Anthony Maddox.

BAC Representation at EFCS meeting in Leipzig including a Joint Companion meeting with the American Society of Cytopathology (ASC).

Bristol ASM/AGM meeting & thank you to Dr Bijal Shah for organising the meeting.

Webinars: The Borderline challenge, German HCS & screening for cervical cancer and Remote ROSE for head & neck; all very interesting and useful CPD provided by the BAC.

Developments of the BAC website and our social media platforms.

Surveys on the Cervical screening labs workforce and Borderline endocervical reporting.

Output from the successful BAC invasive cancer workshops shared with the Cervical Screening Programme. Working with IBMS & other interested parties regarding use of digital cervical cytology

Partnership working with IBMS to develop the Cytopathology programme for Congress 2025.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

Thank you again to all the dedicated and hardworking colleagues on the Executive committee and goodbye to outgoing Executive members Dr. Bijal Shah who will be replaced as Meetings Lead by Dr. Martina Munonyara. Whilst, Donna Morrison will take over the reins from Dr. Kay Ellis, who after working as Treasurer for the BAC since it formed in 2011, will be enjoying a well deserved retirement. Plus, a very warm welcome to Angela Brown.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The British Association for Cytopathology (BAC) was formed in 2011 following the merger of the British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). BAC is a registered charity, charity number 276829, duly constituted under a Deed of Trust. The constitution and Rules were adopted on 25th September 1978, amended on 12th September 1982, 19th September 1990, 18th September 1991, 15th September 1998, 12th September 2006, 15th July 2011 and 15th September 2012.

Appointment to Executive

Executive members are appointed for a period of three years, and are appointed by a majority vote from nominations received at the Annual Meeting. The Officers of the BAC are selected from the Executive.

The AGM of 4th November 2017 approved some changes to The BAC Constitution, which are available on the BAC website. The major change was the expansion of the Executive to 12 elected members plus the President.

For the purposes of the Charities Act the officers and members of the BAC effectively act as the Charitable Trustees.

Organisation

The charity is based within the UK. It no longer has any permanent office accommodation of its own but its administration is handled through IBMS in London. The academic work of the organisation is controlled and organised through a series of committees, the membership of which is shown below.

We now have a "front desk" manned throughout the full working week through arrangements with IBMS in London. The remaining administrative duties have been devolved to members of The Executive.

Induction and training of new members

New members of the Executive are briefed on their legal obligations under charity law, the committee, and decision making processes of the Organisation.

Risk management

The Executive is responsible for safeguarding the assets of the BAC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- a) the BAC is operating efficiently and effectively;
- b) its assets are safeguarded against unauthorised use or disposition;
- c) proper records are maintained and are reliable;
- d) the BAC complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- e) regular meetings and reviews conducted by the Executive
- f) regular consideration by the Executive of the financial results in light of known expectations, non-financial performance indicators and review;
- g) delegation of authority and segregation of duties;
- h) identification and management of risks.

The Executive actively review the main risk which the charity faces on a regular basis, and believe that maintaining our free reserves at the levels stated below, combined with our annual review of the controls over key financial systems carried out through various reviews, will provide sufficient resources in the event of adverse conditions. The Executive have also examined other operational and business risks which we face, and confirm that they have established systems to mitigate the significant risks. The Executive wish to ensure that the BAC's internal financial controls in particular, conform to guidelines issued by the Charity Commission.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

0276829

Principal address

12 Coldbath Square
London
EC1R 5HL

Trustees

Prof A Wilson
Dr K Ellis
Mrs S Mehew
Mrs A Cropper (resigned 15/11/2023)
Dr A Maddox
L Wheeldon
Dr M Munonyara
K Rice
D Morrison (appointed 18/10/2024)
Mrs H Burrell (appointed 18/10/2024)

Independent Examiner

Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
Constable Court
62 Dene Street
Dorking
Surrey
RH4 2DP

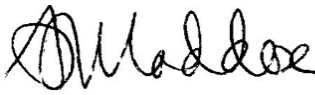
Executive Members

Dr Ash Chandra
Dr Bijal Shah
Antonia Tweed
Karina Evans
Angela Brown
Susan Smith

Co-opted Members

Professor Philippe Viehl
Mr Hedley Glencross

Approved by order of the board of trustees on 27/12/2024 and signed on its behalf by:



.....

Dr A Maddox - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Independent examiner's report to the trustees of British Association for Cytopathology

I report to the charity trustees on my examination of the accounts of British Association for Cytopathology (the Trust) for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the 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.

Philip Longstaff FCA

Ellis Atkins
Chartered Accountants
Constable Court
62 Dene Street
Dorking
Surrey
RH4 2DP

Date:

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted fund £	Restricted fund £	31/3/24 Total funds £	31/3/23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		-	-	-	1,566
Charitable activities	3				
Advancement of scientific research		62,467	-	62,467	69,162
Investment income	2	375	-	375	45
Total		62,842	-	62,842	70,773
EXPENDITURE ON					
Charitable activities	4				
Advancement of scientific research		74,352	-	74,352	66,690
Net gains/(losses) on investments		(4,546)	-	(4,546)	(3,069)
NET INCOME/(EXPENDITURE)		(16,056)	-	(16,056)	1,014
RECONCILIATION OF FUNDS					
Total funds brought forward		408,022	13,333	421,355	420,341
TOTAL FUNDS CARRIED FORWARD		391,966	13,333	405,299	421,355

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

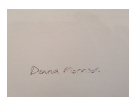
**BALANCE SHEET
31 MARCH 2024**

	Notes	Unrestricted fund £	Restricted fund £	31/3/24 Total funds £	31/3/23 Total funds £
FIXED ASSETS					
Tangible assets	8	357	-	357	476
Investments	9	29,286	-	29,286	33,832
		<u>29,643</u>	<u>-</u>	<u>29,643</u>	<u>34,308</u>
CURRENT ASSETS					
Debtors	10	50,430	-	50,430	52,463
Cash at bank		327,408	13,333	340,741	351,447
		<u>377,838</u>	<u>13,333</u>	<u>391,171</u>	<u>403,910</u>
CREDITORS					
Amounts falling due within one year	11	(15,515)	-	(15,515)	(16,863)
		<u>362,323</u>	<u>13,333</u>	<u>375,656</u>	<u>387,047</u>
NET CURRENT ASSETS					
		<u>362,323</u>	<u>13,333</u>	<u>375,656</u>	<u>387,047</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>391,966</u>	<u>13,333</u>	<u>405,299</u>	<u>421,355</u>
NET ASSETS					
		<u>391,966</u>	<u>13,333</u>	<u>405,299</u>	<u>421,355</u>
FUNDS	12				
Unrestricted funds				391,966	408,022
Restricted funds				13,333	13,333
TOTAL FUNDS				<u>405,299</u>	<u>421,355</u>

The financial statements were approved by the Board of Trustees and authorised for issue on
27/12/2024..... and were signed on its behalf by:



A Maddox - Trustee



D Morrison - Trustee

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements present information about the charity as an individual undertaking and not as a group.

There are no material uncertainties regarding the charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

The charity allocates its support costs on a basis consistent with the use of resources.

Tangible fixed assets

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

Website development	- 33% on cost
Plant and machinery	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

2. INVESTMENT INCOME

	31/3/24	31/3/23
	£	£
Deposit account interest	375	45
	<u><u>375</u></u>	<u><u>45</u></u>

3. INCOME FROM CHARITABLE ACTIVITIES

		31/3/24	31/3/23
	Activity	£	£
Subscriptions	Advancement of scientific research	19,824	20,397
Tutorial and ASM income	Advancement of scientific research	2,705	1,553
Journal royalties	Advancement of scientific research	39,938	43,226
Conference income	Advancement of scientific research	-	3,986
		<u><u>62,467</u></u>	<u><u>69,162</u></u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Advancement of scientific research	37,727	36,625	74,352
	<u><u>37,727</u></u>	<u><u>36,625</u></u>	<u><u>74,352</u></u>

5. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Advancement of scientific research	33,685	2,940	36,625
	<u><u>33,685</u></u>	<u><u>2,940</u></u>	<u><u>36,625</u></u>

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

	31/3/24	31/3/23
	Advancement of scientific research £	Total activities £
Office costs	5,625	3,140
Travel	3,239	(198)
Administration costs	24,000	24,000
Subscriptions	552	384
Depreciation of tangible assets	119	159
Interest payable and similar charges	150	134
Independent Examiner's Fee	2,940	2,940
	<u><u>36,625</u></u>	<u><u>30,559</u></u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

6. INDEPENDENT EXAMINER' S REMUNERATION

	31/3/24	31/3/23
	£	£
Independent Examiner's Fee	<u>2,940</u>	<u>2,940</u>

Independent examiners remuneration for the year was £2,940 (2023: £2,940).

7. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

Details relating to trustees' expenses are given below.

Executive members

Travelling and directly incurred other expenses amounting to £7,842 were reimbursed to 15 Executive Members (2023 - £951 to 4 Executive Members). This includes £5,517 reimbursed to 7 trustees (2023- £464 to 2 trustees).

There were no staff directly employed during the year or previous period.

8. TANGIBLE FIXED ASSETS

	Website development £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 April 2023 and 31 March 2024	<u>17,626</u>	<u>6,339</u>	<u>524</u>	<u>24,489</u>
DEPRECIATION				
At 1 April 2023	17,626	5,863	524	24,013
Charge for year	<u>-</u>	<u>119</u>	<u>-</u>	<u>119</u>
At 31 March 2024	<u>17,626</u>	<u>5,982</u>	<u>524</u>	<u>24,132</u>
NET BOOK VALUE				
At 31 March 2024	<u>-</u>	<u>357</u>	<u>-</u>	<u>357</u>
At 31 March 2023	<u>-</u>	<u>476</u>	<u>-</u>	<u>476</u>

9. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2023	33,832
Revaluations	<u>(4,546)</u>
At 31 March 2024	<u>29,286</u>
NET BOOK VALUE	
At 31 March 2024	<u>29,286</u>
At 31 March 2023	<u>33,832</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

9. FIXED ASSET INVESTMENTS - continued

There were no investment assets outside the UK.

Cost or valuation at 31 March 2024 is represented by:

	Listed investments £
Valuation in 2024	29,286
	<u><u> </u></u>

The market value is represented by the quoted market price at 31st March 2024.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/24 £	31/3/23 £
Accrued royalty income	50,430	52,463
	<u><u> </u></u>	<u><u> </u></u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/24 £	31/3/23 £
Accruals and deferred income	6,460	6,769
Prepaid subscriptions	9,055	10,094
	<u><u> </u></u>	<u><u> </u></u>
	15,515	16,863
	<u><u> </u></u>	<u><u> </u></u>

12. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	408,022	(16,056)	391,966
Restricted funds			
Mina Desai Award	13,333	-	13,333
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>
TOTAL FUNDS	421,355	(16,056)	405,299
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	62,842	(74,352)	(4,546)	(16,056)
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>
TOTAL FUNDS	62,842	(74,352)	(4,546)	(16,056)
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	407,008	1,014	408,022
Restricted funds			
Mina Desai Award	13,333	-	13,333
TOTAL FUNDS	<u>420,341</u>	<u>1,014</u>	<u>421,355</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	70,773	(66,690)	(3,069)	1,014
TOTAL FUNDS	<u>70,773</u>	<u>(66,690)</u>	<u>(3,069)</u>	<u>1,014</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	407,008	(15,042)	391,966
Restricted funds			
Mina Desai Award	13,333	-	13,333
TOTAL FUNDS	<u>420,341</u>	<u>(15,042)</u>	<u>405,299</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	133,615	(141,042)	(7,615)	(15,042)
TOTAL FUNDS	<u>133,615</u>	<u>(141,042)</u>	<u>(7,615)</u>	<u>(15,042)</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

The Association operates unrestricted and restricted funds. Unrestricted funds are used for the general and scientific activities of BAC.

The restricted fund of £13,333 relates to a donation received in 2022. This donation is specifically to cover costs relating to the annual Mina Desai Award, an annual bursary for the European Conference and a tri-annual bursary for the International meeting. The donation is expected to fund this expenditure for up to ten years.

13. RELATED PARTY DISCLOSURES

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

Accounts

REGISTERED CHARITY NUMBER: 0276829

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 15
Detailed Statement of Financial Activities	16

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The British Association of Cytopathology (BAC), which is registered as a charity, was founded in 2011 resulting from the merger of British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). The BAC exists to advance the science and art of Cytopathology by encouraging higher standards in Cytopathology for the benefit of the public and to encourage research in Cytopathology and related fields for the publication of useful results. In pursuit of these aims and objectives, the BAC has the power to receive contributions via a membership fee and raise funds where appropriate, to finance the work of the BAC.

To achieve these aims and objectives, the BAC will hold regular Scientific Meetings, educational study days, training courses and workshops and will facilitate a Continuous Education Certificate scheme open to all members. The BAC will work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other professional bodies, charities, statutory and non-statutory organisations.

Significant activities

All the members receive the official journal "Cytopathology". "SCAN" is now incorporated into the new website and is no longer published. The aim of Cytopathology is to publish articles relating to those aspects of cytology which will increase our knowledge and understanding of the aetiology, diagnosis and management of human disease. It contains original articles and critical reviews on all aspects of clinical cytology in its broadest sense: including gynaecological and non-gynaecological cytology, fine needle aspiration and screening strategy. The journal welcomes papers on ultrastructural, histochemical and immunocytochemical studies of the cell as well as articles on quantitative cytology and DNA hybridization.

The aim of Cytopath Editorial policy reflects the interest of cytopathologists and cytotechnologists alike as well as the interest of clinicians using the cytology service. It also reflects the interest of biological scientists whose work involves research of the cellular level. We continue to correlate information on matters cytological including progress of the NHS Cervical Screening Programme.

All members receive the journal

Public benefit

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

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities described above.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

www.britishtcytology.org.uk

The website is under development and will be a new platform which should make it more user friendly and interactive. It will continue to develop and cover the involvement of the BAC, meetings and news/research within the field of Cytopathology. The BAC is keen to develop an educational section using cases/modules for self learning. We encourage any comments or ideas for developing the website and are particularly interested to hear if you have any material that would provide a valuable resource to our members

Continuing Professional Development

The BAC have worked hard to establish ourselves as a professional body for cytopathology in the UK, and it has taken some time, but through working closely with other relevant organizations, national bodies, government departments we are now the 'go-to' body which represents cytology in all its forms within the UK, recognized and respected across the world.

Due to COVID-19 restrictions and numerous train strikes, the BAC has continued its educational meetings in the form of Webinars hosted through Zoom. These have been very well-received and have attracted many attendees not only from the UK but overseas too. The Webinars have been recorded and can be found on 'YouTube'.

The BAC Twitter account is being widely used and the number of followers has increased greatly over the year.

FINANCIAL REVIEW

Financial position

The Association has generated a surplus in the year of £1,014 (2022: £5,610 surplus) from its activities throughout the year.

The revised arrangements for our journal Cytopathology continue to generate increased royalty payments from the publishers Wiley. However, the surpluses realised from Conferences and meetings in recent years are now of much increased importance to the finances of the BAC. No conference was held in this financial year.

At the year end, the BAC still has available reserves in excess of £400,000 which we consider to be in line with the reserves policy referred to below.

The Executive is satisfied with the results shown, which are very much in line with expectations.

Investment policy and objectives

The Constitution of the BAC authorises the Executive to make and hold investments using the funds of the charity.

Cash balances are currently held with Lloyds Bank and The National Savings Bank. In addition, the BAC holds certain investments in quoted securities, which have been previously donated to it.

The Executive, having regard to the liquidity requirements of the organisation have operated a policy of keeping available funds within interest bearing deposit accounts.

Reserves policy

The BAC maintains reserves to enable us to provide an uninterrupted service to our members. It is considered that reserves should be able to support a minimum of one year, and ideally up to two years operating costs. The BAC now has total reserves of £421,355 (2022: £420,341), and this is within the range of our reserves policy.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

FUTURE PLANS

Although the restrictions of the Covid-19 pandemic are behind us, the substantial shift to online events and meetings remains and the hopeful version of the future includes regular but infrequent face-to-face meetings interspersed with online webinars.

The BAC has embraced this shift and our annual scientific meeting was held online in early September 2022, getting us off to a great start with excellent presentations from Dr Louise Smart and Dr Martina Munonyara dealing with pitfalls in urinary and head and neck cytopathology respectively as well as Dr Tanya Levine dealing with difficult cases in cervical cytology.

Earlier this year, Sheri Scott delivered a very timely reminder regarding embedding sustainability in laboratory practice and Sheri's presentation contained both important messages and practical steps that laboratories can take.

We had hoped to hold our Spring tutorial in March 2023 as a face-to-face workshop in London but train strikes made this impossible.

Therefore, we converted to an online slide seminar using both glass slides of challenging peritoneal cytology expertly demonstrated and discussed from Croatia by Professor Danijela Vrdoljak-Mozeti?, General Secretary of the European Federation of Cytology Societies (EFCS) followed by Dr Maria Buttice from St Thomas's Hospital in London who used whole slide scans of pancreato-biliary cases to illustrate pitfalls in this area of diagnosis with pertinent references to the recently published WHO "blue book" or, to give it its proper title, "WHO Reporting System for Pancreaticobiliary Cytopathology".

The use of whole slide digital scans in a workshop was a first for the BAC and we will endeavour to use this technology whenever appropriate and available for future online workshops.

The feedback from this meeting suggested that the participants found the seminar very valuable. In fact, in July 2023, the Royal College of Pathologists held an online Cytopathology Study Day, primarily for medical and non-medical trainees, with presentations formatted as a short 15 minute talk followed by whole slide images. Although not a formal BAC meeting, most of the presenters were BAC members and the structure again proved popular as another way of doing "remote double heading".

Just to prove we haven't forgotten about face-to-face meetings and how to do them, a day of talks with a hands-on microscope workshop was held on the subject of (cervical) invasive cancer audit in June 2023 at NEPSEC in Wakefield. The feedback, again, has been excellent and a follow-up is planned in the near future so watch this space, as they say.

Of course, the space to watch is the BAC website, where you will be the first to hear about upcoming BAC events (both online and in person) as well as many other events of interest from the EFCS, International Academy of Cytology (IAC), RCPATH and others. Past BAC webinars are also available, free of charge (for members and non-members), on the BAC's YouTube channel which you can get to by following links from the website.

There are exciting developments coming up in the new year with a new website under construction and we will share further information about it as it comes along.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The British Association for Cytopathology (BAC) was formed in 2011 following the merger of the British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). BAC is a registered charity, charity number 276829, duly constituted under a Deed of Trust. The constitution and Rules were adopted on 25th September 1978, amended on 12th September 1982, 19th September 1990, 18th September 1991, 15th September 1998, 12th September 2006, 15th July 2011 and 15th September 2012.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Appointment to Executive

Executive members are appointed for a period of three years, and are appointed by a majority vote from nominations received at the Annual Meeting. The Officers of the BAC are selected from the Executive.

The AGM of 4th November 2017 approved some changes to The BAC Constitution, which are available on the BAC website. The major change was the expansion of the Executive to 12 elected members plus the President.

For the purposes of the Charities Act the officers and members of the BAC effectively act as the Charitable Trustees.

Organisation

The charity is based within the UK. It no longer has any permanent office accommodation of its own but its administration is handled through IBMS in London. The academic work of the organisation is controlled and organised through a series of committees, the membership of which is shown below.

We now have a "front desk" manned throughout the full working week through arrangements with IBMS in London. The remaining administrative duties have been devolved to members of The Executive.

Induction and training of new members

New members of the Executive are briefed on their legal obligations under charity law, the committee, and decision making processes of the Organisation.

Risk management

The Executive is responsible for safeguarding the assets of the BAC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- a) the BAC is operating efficiently and effectively;
- b) its assets are safeguarded against unauthorised use or disposition;
- c) proper records are maintained and are reliable;
- d) the BAC complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- e) regular meetings and reviews conducted by the Executive
- f) regular consideration by the Executive of the financial results in light of known expectations, non-financial performance indicators and review;
- g) delegation of authority and segregation of duties;
- h) identification and management of risks.

The Executive actively review the main risk which the charity faces on a regular basis, and believe that maintaining our free reserves at the levels stated below, combined with our annual review of the controls over key financial systems carried out through various reviews, will provide sufficient resources in the event of adverse conditions. The Executive have also examined other operational and business risks which we face, and confirm that they have established systems to mitigate the significant risks. The Executive wish to ensure that the BAC's internal financial controls in particular, conform to guidelines issued by the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

0276829

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Principal address
12 Coldbath Square
London
EC1R 5HL

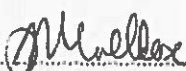
Trustees
Prof A Wilson
Dr K Ellis
Mrs S Mehew
Mrs A Cropper
Dr A Maddox
L Wheeldon
Dr M Munonyara
K Rice

Independent Examiner
Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Executive Members
Dr Louise Smart
Dr Ash Chandra
Mrs Helen Burrell
Ms Alison Malkin
Dr Bijal Shah

Co-opted Members
Professor Philippe Vichl
Mr Hedley Glencross

Approved by order of the board of trustees on 26th March 2024 and signed on its behalf by:


.....
Dr A Maddox - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Independent examiner's report to the trustees of British Association for Cytopathology

I report to the charity trustees on my examination of the accounts of British Association for Cytopathology (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the 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.



Philip Longstaff FCA

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Date: 27th March 2024

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted fund £	31/3/23 Total funds £	31/3/22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,566	-	1,566	13,383
Charitable activities	3				
Advancement of scientific research		69,162	-	69,162	58,539
Investment income	2	45	-	45	5
Total		<u>70,773</u>	<u>-</u>	<u>70,773</u>	<u>71,927</u>
EXPENDITURE ON					
Charitable activities	4				
Advancement of scientific research		66,690	-	66,690	71,911
Net gains/(losses) on investments		(3,069)	-	(3,069)	5,594
NET INCOME		<u>1,014</u>	<u>-</u>	<u>1,014</u>	<u>5,610</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		407,008	13,333	420,341	414,731
TOTAL FUNDS CARRIED FORWARD		<u>408,022</u>	<u>13,333</u>	<u>421,355</u>	<u>420,341</u>

The notes form part of these financial statements

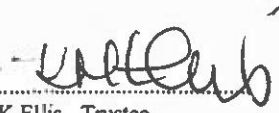
BRITISH ASSOCIATION FOR CYTOPATHOLOGY

BALANCE SHEET 31 MARCH 2023

	Notes	Unrestricted fund £	Restricted fund £	31/3/23 Total funds £	31/3/22 Total funds £
FIXED ASSETS					
Tangible assets	8	476	-	476	635
Investments	9	33,832	-	33,832	36,901
		<u>34,308</u>	<u>-</u>	<u>34,308</u>	<u>37,536</u>
CURRENT ASSETS					
Debtors	10	52,463	-	52,463	9,237
Cash at bank		338,114	13,333	351,447	390,168
		<u>390,577</u>	<u>13,333</u>	<u>403,910</u>	<u>399,405</u>
CREDITORS					
Amounts falling due within one year	11	(16,863)	-	(16,863)	(16,600)
NET CURRENT ASSETS		<u>373,714</u>	<u>13,333</u>	<u>387,047</u>	<u>382,805</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>408,022</u>	<u>13,333</u>	<u>421,355</u>	<u>420,341</u>
NET ASSETS		<u>408,022</u>	<u>13,333</u>	<u>421,355</u>	<u>420,341</u>
FUNDS	12				
Unrestricted funds				408,022	407,008
Restricted funds				13,333	13,333
TOTAL FUNDS				<u>421,355</u>	<u>420,341</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 26th March 2024 and were signed on its behalf by:


A Maddox - Trustee


K Ellis - Trustee

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements present information about the charity as an individual undertaking and not as a group.

There are no material uncertainties regarding the charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

The charity allocates its support costs on a basis consistent with the use of resources.

Tangible fixed assets

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

Website development	- 33% on cost
Plant and machinery	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

2. INVESTMENT INCOME

	31/3/23	31/3/22
	£	£
Deposit account interest	45	5

3. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31/3/23	31/3/22
		£	£
Subscriptions	Advancement of scientific research	20,397	21,382
Tutorial and ASM income	Advancement of scientific research	1,553	-
Journal royalties	Advancement of scientific research	43,226	37,157
Conference income	Advancement of scientific research	3,986	-
		<u>69,162</u>	<u>58,539</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 5)	Totals
	£	£	£
Advancement of scientific research	<u>36,131</u>	<u>30,559</u>	<u>66,690</u>

5. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Advancement of scientific research	<u>27,619</u>	<u>2,940</u>	<u>30,559</u>

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

	31/3/23	31/3/22
	Advancement of scientific research	Total activities
	£	£
Office costs	3,140	5,072
Travel	(198)	1,697
Administration costs	24,000	24,120
Subscriptions	384	384
Depreciation of tangible assets	159	212
Interest payable and similar charges	134	133
Independent Examiner's Fee	2,940	2,940
	<u>30,559</u>	<u>34,558</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

6. INDEPENDENT EXAMINER'S REMUNERATION

	31/3/23	31/3/22
	£	£
Independent Examiner's Fee	<u>2,940</u>	<u>2,940</u>

Independent examiners remuneration for the year was £2,940 (2022: £2,940).

7. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

Details relating to trustees' expenses are given below.

Executive members

Travelling and directly incurred other expenses amounting to £950 were reimbursed to 4 Executive Members (2022 - £953 to 2 Executive Members). This includes £464 reimbursed to 2 trustees (2022- £953 to 2 trustees).

There were no staff directly employed during the year or previous period.

8. TANGIBLE FIXED ASSETS

	Website development £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 April 2022 and 31 March 2023	<u>17,626</u>	<u>6,339</u>	<u>524</u>	<u>24,489</u>
DEPRECIATION				
At 1 April 2022	17,626	5,704	524	23,854
Charge for year	-	159	-	159
At 31 March 2023	<u>17,626</u>	<u>5,863</u>	<u>524</u>	<u>24,013</u>
NET BOOK VALUE				
At 31 March 2023	<u>-</u>	<u>476</u>	<u>-</u>	<u>476</u>
At 31 March 2022	<u>-</u>	<u>635</u>	<u>-</u>	<u>635</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

9. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2022	36,901
Revaluations	<u>(3,069)</u>
At 31 March 2023	<u>33,832</u>
NET BOOK VALUE	
At 31 March 2023	<u>33,832</u>
At 31 March 2022	<u>36,901</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2023 is represented by:

	Listed investments £
Valuation in 2023	<u>33,832</u>

The market value is represented by the quoted market price at 31st March 2023.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23 £	31/3/22 £
Accrued royalty income	<u>52,463</u>	<u>9,237</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23 £	31/3/22 £
Accruals and deferred income	6,769	6,526
Prepaid subscriptions	<u>10,094</u>	<u>10,074</u>
	<u>16,863</u>	<u>16,600</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	407,008	1,014	408,022
Restricted funds			
Mina Desai Award	13,333	-	13,333
TOTAL FUNDS	<u>420,341</u>	<u>1,014</u>	<u>421,355</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	70,773	(66,690)	(3,069)	1,014
TOTAL FUNDS	<u>70,773</u>	<u>(66,690)</u>	<u>(3,069)</u>	<u>1,014</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	414,731	(7,723)	407,008
Restricted funds			
Mina Desai Award	-	13,333	13,333
TOTAL FUNDS	<u>414,731</u>	<u>5,610</u>	<u>420,341</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	58,594	(71,911)	5,594	(7,723)
Restricted funds				
Mina Desai Award	13,333	-	-	13,333
TOTAL FUNDS	<u>71,927</u>	<u>(71,911)</u>	<u>5,594</u>	<u>5,610</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	414,731	(6,709)	408,022
Restricted funds			
Mina Desai Award	-	13,333	13,333
TOTAL FUNDS	<u>414,731</u>	<u>6,624</u>	<u>421,355</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	129,367	(138,601)	2,525	(6,709)
Restricted funds				
Mina Desai Award	13,333	-	-	13,333
TOTAL FUNDS	<u>142,700</u>	<u>(138,601)</u>	<u>2,525</u>	<u>6,624</u>

The Association operates unrestricted and restricted funds. Unrestricted funds are used for the general and scientific activities of BAC.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

The restricted fund of £13,333 relates to a donation received in 2022. This donation is specifically to cover costs relating to the annual Mina Desai Award, an annual bursary for the European Conference and a tri-annual bursary for the International meeting. The donation is expected to fund this expenditure for up to ten years.

13. RELATED PARTY DISCLOSURES

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

REGISTERED CHARITY NUMBER: 0276829

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

**Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA**

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 15
Detailed Statement of Financial Activities	16

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The British Association of Cytopathology (BAC), which is registered as a charity, was founded in 2011 resulting from the merger of British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). The BAC exists to advance the science and art of Cytopathology by encouraging higher standards in Cytopathology for the benefit of the public and to encourage research in Cytopathology and related fields for the publication of useful results. In pursuit of these aims and objectives, the BAC has the power to receive contributions via a membership fee and raise funds where appropriate, to finance the work of the BAC.

To achieve these aims and objectives, the BAC will hold regular Scientific Meetings, educational study days, training courses and workshops and will facilitate a Continuous Education Certificate scheme open to all members. The BAC will work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other professional bodies, charities, statutory and non-statutory organisations.

Significant activities

All the members receive the official journal "Cytopathology". "SCAN" is now incorporated into the new website and is no longer published. The aim of Cytopathology is to publish articles relating to those aspects of cytology which will increase our knowledge and understanding of the aetiology, diagnosis and management of human disease. It contains original articles and critical reviews on all aspects of clinical cytology in its broadest sense: including gynaecological and non-gynaecological cytology, fine needle aspiration and screening strategy. The journal welcomes papers on ultrastructural, histochemical and immunocytochemical studies of the cell as well as articles on quantitative cytology and DNA hybridization.

The aim of Cytopath Editorial policy reflects the interest of cytopathologists and cytotechnologists alike as well as the interest of clinicians using the cytology service. It also reflects the interest of biological scientists whose work involves research of the cellular level. We continue to correlate information on matters cytological including progress of the NHS Cervical Screening Programme.

All members receive the journal

Public benefit

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

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities described above.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

www.britishtcytology.org.uk

The website is under development and will be a new platform which should make it more user friendly and interactive. It will continue to develop and cover the involvement of the BAC, meetings and news/research within the field of Cytopathology. The BAC is keen to develop an educational section using cases/modules for self learning. We encourage any comments or ideas for developing the website and are particularly interested to hear if you have any material that would provide a valuable resource to our members

Continuing Professional Development

The BAC have worked hard to establish ourselves as a professional body for cytopathology in the UK, and it has taken some time, but through working closely with other relevant organizations, national bodies, government departments we are now the 'go-to' body which represents cytology in all its forms within the UK, recognized and respected across the world.

Due to COVID-19 restrictions and numerous train strikes, the BAC has continued its educational meetings in the form of Webinars hosted through Zoom. These have been very well-received and have attracted many attendees not only from the UK but overseas too. The Webinars have been recorded and can be found on 'YouTube'.

The BAC Twitter account is being widely used and the number of followers has increased greatly over the year.

FINANCIAL REVIEW

Financial position

The Association has generated a surplus in the year of £1,014 (2022: £5,610 surplus) from its activities throughout the year.

The revised arrangements for our journal Cytopathology continue to generate increased royalty payments from the publishers Wiley. However, the surpluses realised from Conferences and meetings in recent years are now of much increased importance to the finances of the BAC. No conference was held in this financial year.

At the year end, the BAC still has available reserves in excess of £400,000 which we consider to be in line with the reserves policy referred to below.

The Executive is satisfied with the results shown, which are very much in line with expectations.

Investment policy and objectives

The Constitution of the BAC authorises the Executive to make and hold investments using the funds of the charity.

Cash balances are currently held with Lloyds Bank and The National Savings Bank. In addition, the BAC holds certain investments in quoted securities, which have been previously donated to it.

The Executive, having regard to the liquidity requirements of the organisation have operated a policy of keeping available funds within interest bearing deposit accounts.

Reserves policy

The BAC maintains reserves to enable us to provide an uninterrupted service to our members. It is considered that reserves should be able to support a minimum of one year, and ideally up to two years operating costs. The BAC now has total reserves of £421,355 (2022: £420,341), and this is within the range of our reserves policy.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

FUTURE PLANS

Although the restrictions of the Covid-19 pandemic are behind us, the substantial shift to online events and meetings remains and the hopeful version of the future includes regular but infrequent face-to-face meetings interspersed with online webinars.

The BAC has embraced this shift and our annual scientific meeting was held online in early September 2022, getting us off to a great start with excellent presentations from Dr Louise Smart and Dr Martina Munonyara dealing with pitfalls in urinary and head and neck cytopathology respectively as well as Dr Tanya Levine dealing with difficult cases in cervical cytology.

Earlier this year, Sheri Scott delivered a very timely reminder regarding embedding sustainability in laboratory practice and Sheri's presentation contained both important messages and practical steps that laboratories can take.

We had hoped to hold our Spring tutorial in March 2023 as a face-to-face workshop in London but train strikes made this impossible.

Therefore, we converted to an online slide seminar using both glass slides of challenging peritoneal cytology expertly demonstrated and discussed from Croatia by Professor Danijela Vrdoljak-Mozeti?, General Secretary of the European Federation of Cytology Societies (EFCS) followed by Dr Maria Buttice from St Thomas's Hospital in London who used whole slide scans of pancreato-biliary cases to illustrate pitfalls in this area of diagnosis with pertinent references to the recently published WHO "blue book" or, to give it its proper title, "WHO Reporting System for Pancreaticobiliary Cytopathology".

The use of whole slide digital scans in a workshop was a first for the BAC and we will endeavour to use this technology whenever appropriate and available for future online workshops.

The feedback from this meeting suggested that the participants found the seminar very valuable. In fact, in July 2023, the Royal College of Pathologists held an online Cytopathology Study Day, primarily for medical and non-medical trainees, with presentations formatted as a short 15 minute talk followed by whole slide images. Although not a formal BAC meeting, most of the presenters were BAC members and the structure again proved popular as another way of doing "remote double heading".

Just to prove we haven't forgotten about face-to-face meetings and how to do them, a day of talks with a hands-on microscope workshop was held on the subject of (cervical) invasive cancer audit in June 2023 at NEPSEC in Wakefield. The feedback, again, has been excellent and a follow-up is planned in the near future so watch this space, as they say.

Of course, the space to watch is the BAC website, where you will be the first to hear about upcoming BAC events (both online and in person) as well as many other events of interest from the EFCS, International Academy of Cytology (IAC), RCPATH and others. Past BAC webinars are also available, free of charge (for members and non-members), on the BAC's YouTube channel which you can get to by following links from the website.

There are exciting developments coming up in the new year with a new website under construction and we will share further information about it as it comes along.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The British Association for Cytopathology (BAC) was formed in 2011 following the merger of the British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). BAC is a registered charity, charity number 276829, duly constituted under a Deed of Trust. The constitution and Rules were adopted on 25th September 1978, amended on 12th September 1982, 19th September 1990, 18th September 1991, 15th September 1998, 12th September 2006, 15th July 2011 and 15th September 2012.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Appointment to Executive

Executive members are appointed for a period of three years, and are appointed by a majority vote from nominations received at the Annual Meeting. The Officers of the BAC are selected from the Executive.

The AGM of 4th November 2017 approved some changes to The BAC Constitution, which are available on the BAC website. The major change was the expansion of the Executive to 12 elected members plus the President.

For the purposes of the Charities Act the officers and members of the BAC effectively act as the Charitable Trustees.

Organisation

The charity is based within the UK. It no longer has any permanent office accommodation of its own but its administration is handled through IBMS in London. The academic work of the organisation is controlled and organised through a series of committees, the membership of which is shown below.

We now have a "front desk" manned throughout the full working week through arrangements with IBMS in London. The remaining administrative duties have been devolved to members of The Executive.

Induction and training of new members

New members of the Executive are briefed on their legal obligations under charity law, the committee, and decision making processes of the Organisation.

Risk management

The Executive is responsible for safeguarding the assets of the BAC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- a) the BAC is operating efficiently and effectively;
- b) its assets are safeguarded against unauthorised use or disposition;
- c) proper records are maintained and are reliable;
- d) the BAC complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- e) regular meetings and reviews conducted by the Executive
- f) regular consideration by the Executive of the financial results in light of known expectations, non-financial performance indicators and review;
- g) delegation of authority and segregation of duties;
- h) identification and management of risks.

The Executive actively review the main risk which the charity faces on a regular basis, and believe that maintaining our free reserves at the levels stated below, combined with our annual review of the controls over key financial systems carried out through various reviews, will provide sufficient resources in the event of adverse conditions. The Executive have also examined other operational and business risks which we face, and confirm that they have established systems to mitigate the significant risks. The Executive wish to ensure that the BAC's internal financial controls in particular, conform to guidelines issued by the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

0276829

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

Principal address
12 Coldbath Square
London
EC1R 5HL

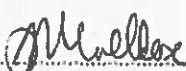
Trustees
Prof A Wilson
Dr K Ellis
Mrs S Mehew
Mrs A Cropper
Dr A Maddox
L Wheeldon
Dr M Munonyara
K Rice

Independent Examiner
Philip Longstaff FCA
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Executive Members
Dr Louise Smart
Dr Ash Chandra
Mrs Helen Burrell
Ms Alison Malkin
Dr Bijal Shah

Co-opted Members
Professor Philippe Vichl
Mr Hedley Glencross

Approved by order of the board of trustees on 26th March 2024 and signed on its behalf by:


.....
Dr A Maddox - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Independent examiner's report to the trustees of British Association for Cytopathology

I report to the charity trustees on my examination of the accounts of British Association for Cytopathology (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the 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.



Philip Longstaff FCA

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Date: 27th March 2024

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted fund £	31/3/23 Total funds £	31/3/22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,566	-	1,566	13,383
Charitable activities	3				
Advancement of scientific research		69,162	-	69,162	58,539
Investment income	2	45	-	45	5
Total		<u>70,773</u>	<u>-</u>	<u>70,773</u>	<u>71,927</u>
EXPENDITURE ON					
Charitable activities	4				
Advancement of scientific research		66,690	-	66,690	71,911
Net gains/(losses) on investments		(3,069)	-	(3,069)	5,594
NET INCOME		<u>1,014</u>	<u>-</u>	<u>1,014</u>	<u>5,610</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		407,008	13,333	420,341	414,731
TOTAL FUNDS CARRIED FORWARD		<u>408,022</u>	<u>13,333</u>	<u>421,355</u>	<u>420,341</u>

The notes form part of these financial statements

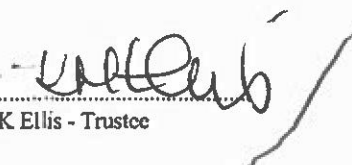
BRITISH ASSOCIATION FOR CYTOPATHOLOGY

BALANCE SHEET 31 MARCH 2023

	Notes	Unrestricted fund £	Restricted fund £	31/3/23 Total funds £	31/3/22 Total funds £
FIXED ASSETS					
Tangible assets	8	476	-	476	635
Investments	9	33,832	-	33,832	36,901
		<u>34,308</u>	<u>-</u>	<u>34,308</u>	<u>37,536</u>
CURRENT ASSETS					
Debtors	10	52,463	-	52,463	9,237
Cash at bank		338,114	13,333	351,447	390,168
		<u>390,577</u>	<u>13,333</u>	<u>403,910</u>	<u>399,405</u>
CREDITORS					
Amounts falling due within one year	11	(16,863)	-	(16,863)	(16,600)
NET CURRENT ASSETS		<u>373,714</u>	<u>13,333</u>	<u>387,047</u>	<u>382,805</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>408,022</u>	<u>13,333</u>	<u>421,355</u>	<u>420,341</u>
NET ASSETS		<u>408,022</u>	<u>13,333</u>	<u>421,355</u>	<u>420,341</u>
FUNDS	12				
Unrestricted funds				408,022	407,008
Restricted funds				13,333	13,333
TOTAL FUNDS				<u>421,355</u>	<u>420,341</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 26th March 2024 and were signed on its behalf by:


A Maddox - Trustee


K Ellis - Trustee

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements present information about the charity as an individual undertaking and not as a group.

There are no material uncertainties regarding the charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

The charity allocates its support costs on a basis consistent with the use of resources.

Tangible fixed assets

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

Website development	- 33% on cost
Plant and machinery	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

2. INVESTMENT INCOME

	31/3/23	31/3/22
	£	£
Deposit account interest	45	5

3. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31/3/23	31/3/22
		£	£
Subscriptions	Advancement of scientific research	20,397	21,382
Tutorial and ASM income	Advancement of scientific research	1,553	-
Journal royalties	Advancement of scientific research	43,226	37,157
Conference income	Advancement of scientific research	3,986	-
		<u>69,162</u>	<u>58,539</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 5)	Totals
	£	£	£
Advancement of scientific research	<u>36,131</u>	<u>30,559</u>	<u>66,690</u>

5. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Advancement of scientific research	<u>27,619</u>	<u>2,940</u>	<u>30,559</u>

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

	31/3/23	31/3/22
	Advancement of scientific research	Total activities
	£	£
Office costs	3,140	5,072
Travel	(198)	1,697
Administration costs	24,000	24,120
Subscriptions	384	384
Depreciation of tangible assets	159	212
Interest payable and similar charges	134	133
Independent Examiner's Fee	2,940	2,940
	<u>30,559</u>	<u>34,558</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

6. INDEPENDENT EXAMINER'S REMUNERATION

	31/3/23	31/3/22
	£	£
Independent Examiner's Fee	<u>2,940</u>	<u>2,940</u>

Independent examiners remuneration for the year was £2,940 (2022: £2,940).

7. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

Details relating to trustees' expenses are given below.

Executive members

Travelling and directly incurred other expenses amounting to £950 were reimbursed to 4 Executive Members (2022 - £953 to 2 Executive Members). This includes £464 reimbursed to 2 trustees (2022- £953 to 2 trustees).

There were no staff directly employed during the year or previous period.

8. TANGIBLE FIXED ASSETS

	Website development £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 April 2022 and 31 March 2023	<u>17,626</u>	<u>6,339</u>	<u>524</u>	<u>24,489</u>
DEPRECIATION				
At 1 April 2022	17,626	5,704	524	23,854
Charge for year	-	159	-	159
At 31 March 2023	<u>17,626</u>	<u>5,863</u>	<u>524</u>	<u>24,013</u>
NET BOOK VALUE				
At 31 March 2023	<u>-</u>	<u>476</u>	<u>-</u>	<u>476</u>
At 31 March 2022	<u>-</u>	<u>635</u>	<u>-</u>	<u>635</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

9. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2022	36,901
Revaluations	<u>(3,069)</u>
At 31 March 2023	<u>33,832</u>
NET BOOK VALUE	
At 31 March 2023	<u>33,832</u>
At 31 March 2022	<u>36,901</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2023 is represented by:

	Listed investments £
Valuation in 2023	<u>33,832</u>

The market value is represented by the quoted market price at 31st March 2023.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23 £	31/3/22 £
Accrued royalty income	<u>52,463</u>	<u>9,237</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/23 £	31/3/22 £
Accruals and deferred income	6,769	6,526
Prepaid subscriptions	<u>10,094</u>	<u>10,074</u>
	<u>16,863</u>	<u>16,600</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	407,008	1,014	408,022
Restricted funds			
Mina Desai Award	13,333	-	13,333
TOTAL FUNDS	<u>420,341</u>	<u>1,014</u>	<u>421,355</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	70,773	(66,690)	(3,069)	1,014
TOTAL FUNDS	<u>70,773</u>	<u>(66,690)</u>	<u>(3,069)</u>	<u>1,014</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	414,731	(7,723)	407,008
Restricted funds			
Mina Desai Award	-	13,333	13,333
TOTAL FUNDS	<u>414,731</u>	<u>5,610</u>	<u>420,341</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	58,594	(71,911)	5,594	(7,723)
Restricted funds				
Mina Desai Award	13,333	-	-	13,333
TOTAL FUNDS	<u>71,927</u>	<u>(71,911)</u>	<u>5,594</u>	<u>5,610</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	414,731	(6,709)	408,022
Restricted funds			
Mina Desai Award	-	13,333	13,333
TOTAL FUNDS	<u>414,731</u>	<u>6,624</u>	<u>421,355</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	129,367	(138,601)	2,525	(6,709)
Restricted funds				
Mina Desai Award	13,333	-	-	13,333
TOTAL FUNDS	<u>142,700</u>	<u>(138,601)</u>	<u>2,525</u>	<u>6,624</u>

The Association operates unrestricted and restricted funds. Unrestricted funds are used for the general and scientific activities of BAC.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

The restricted fund of £13,333 relates to a donation received in 2022. This donation is specifically to cover costs relating to the annual Mina Desai Award, an annual bursary for the European Conference and a tri-annual bursary for the International meeting. The donation is expected to fund this expenditure for up to ten years.

13. RELATED PARTY DISCLOSURES

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

British Association of Cytopathology
12 Coldbath Square
London
EC1R 5HL

Ellis Atkins
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Dear Sirs

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st March 2023

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charity's financial statements for the year ended 31st March 2023. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

- 1 We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
- 2 We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter dated March 2022, under the Companies Act 2006 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
- 3 All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
- 4 All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
- 5 The financial statements are free of material misstatements, including omissions.
- 6 The effects of uncorrected misstatements are immaterial both individually and in total.

Assets and liabilities

- 7 The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
- 8 All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.

- 9 We have no plans or intentions that may materially alter the carrying value and where relevant the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

- 10 Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.

Legal claims

- 11 We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for, and disclosed in, the financial statements.

Laws and regulations

- 12 We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

- 13 Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Subsequent events

- 14 All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

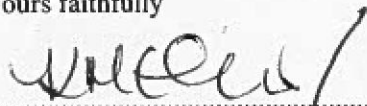
Going concern

- 15 We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

- 16 All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully



Signed on behalf of the board of trustees

Dated: 26th March 2024

Accounts

REGISTERED CHARITY NUMBER: 0276829

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

	Page
Report of the Trustees	1 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 to 15
Detailed Statement of Financial Activities	16

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The British Association of Cytopathology (BAC), which is registered as a charity, was founded in 2011 resulting from the merger of British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). The BAC exists to advance the science and art of Cytopathology by encouraging higher standards in Cytopathology for the benefit of the public and to encourage research in Cytopathology and related fields for the publication of useful results. In pursuit of these aims and objectives, the BAC has the power to receive contributions via a membership fee and raise funds where appropriate, to finance the work of the BAC.

To achieve these aims and objectives, the BAC will hold regular Scientific Meetings, educational study days, training courses and workshops and will facilitate a Continuous Education Certificate scheme open to all members. The BAC will work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other professional bodies, charities, statutory and non-statutory organisations.

Significant activities

All the members receive the official journal "Cytopathology" as well as the regular magazine "SCAN". "SCAN" is now published online and will be incorporated into "Cytopathology" going forward. The aim of Cytopathology is to publish articles relating to those aspects of cytology which will increase our knowledge and understanding of the aetiology, diagnosis and management of human disease. It contains original articles and critical reviews on all aspects of clinical cytology in its broadest sense: including gynaecological and non-gynaecological cytology, fine needle aspiration and screening strategy. The journal welcomes papers on ultrastructural, histochemical and immunocytochemical studies of the cell as well as articles on quantitative cytology and DNA hybridization.

The aim of Cytopath Editorial policy reflects the interest of cytopathologists and cytotechnologists alike as well as the interest of clinicians using the cytology service. It also reflects the interest of biological scientists whose work involves research of the cellular level. We continue to correlate information on matters cytological including progress of the NHS Cervical Screening Programme.

All members receive the journal

Public benefit

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

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities described above.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

www.britishcytology.org.uk

The website continues to develop and covers the evolution of the BAC, meetings and news/research within the field of Cytopathology. The BAC is keen to develop an educational section using cases/modules for self learning. We encourage any comments or ideas for developing the website and are particularly interested to hear if you have any material that would provide a valuable resource to our members. There are plans to review the website to create a more friendly user interface and use more images.

Continuing Education Scheme

Since the merger of the BSCC and NAC, the Continuing Education Scheme developed by the NAC has been adopted as part of the BAC. It provides a means of recording on-going educational activities carried out by cytology screeners and biomedical scientists. Members of the scheme submit evidence to gain a certificate of achievement after attainment of a specified number of credits within a defined time frame.

BAC have worked hard to establish ourselves as a professional body for cytopathology in the UK, and it has taken some time, but through working closely with other relevant organizations, national bodies, government departments we are now the 'go-to' body which represents cytology in all its forms within the UK, recognized and respected across the world.

Due to COVID-19 restrictions, the BAC has continued its educational meetings in the form of Webinars hosted through Zoom. These have been very well-received and have attracted many attendees not only from the UK but overseas too. The Webinars have been recorded and can be found on 'YouTube'.

The BAC Twitter account is being widely used and the number of followers has increased greatly over the year.

FINANCIAL REVIEW

Financial position

The Association has generated a surplus in the year of £5,610 (2021: £12,757 surplus) from its activities throughout the year.

The revised arrangements for our journal Cytopathology continue to generate increased royalty payments from the publishers Wiley. However, the surpluses realised from Conferences and meetings in recent years are now of much increased importance to the finances of the BAC. No conference was held in this financial year.

At the year end, the BAC still has available reserves in excess of £400,000 which we consider to be in line with the reserves policy referred to below.

Executive is satisfied with the results shown, which are very much in line with expectations.

Investment policy and objectives

The Constitution of the BAC authorises the Executive to make and hold investments using the funds of the charity.

Cash balances are currently held with Lloyds Bank and The National Savings Bank. In addition, the BAC holds certain investments in quoted securities, which have been previously donated to it.

Executive, having regard to the liquidity requirements of the organisation have operated a policy of keeping available funds within interest bearing deposit accounts.

Reserves policy

The BAC maintains reserves to enable us to provide an uninterrupted service to our members. It is considered that reserves should be able to support a minimum of one year, and ideally up to two years operating costs. The BAC now has total reserves of £420,341 (2021: £414,731), and this is within the range of our reserves policy.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

FUTURE PLANS

Towards the end of last year's Chair's report, I encouraged members to vote in the then upcoming ballot for three vacancies on the BAC Exec. As a result, I am delighted to welcome new members of the Executive: Mrs Kirstie Rice, Dr Bijal Shah and Dr Martina Munonyara. They have already got their feet under the table (at least virtually!) and their commitment enables the Executive to continue its work of governing and developing your Association. There are no vacancies this year but many posts are due for re-election in 2023 so please consider supporting the BAC next year by standing for the Executive.

Although the world has been slowly emerging from the effects of the Covid19 pandemic and our response to it, there is not a sense of "business-as usual". The slow transition from pandemic to endemic means there is still a degree of uncertainty, particularly as regards scheduled "in-person" academic meetings.

Thankfully, the BAC were able to hold a very successful hybrid meeting to celebrate our 10th anniversary on 15th October 2021. 48 delegates were able to attend the DoubleTree Hotel in Nottingham with a further 41 viewing online. We heard from Philippe Viehl, the Editor-in-Chief of Cytopathology, and Hedley Glencross regarding the new "Scan" section of the journal, an update from Alison Cropper, BAC President, about the new Gynae Code of Practice for UK Cervical Screening and excellent talks from Robbie Wilson on Molecular Diagnostics and Mina Desai on HPV testing globally, focussing on India and a campaign to offer testing outside major population centres. There were also four excellent case presentations (one in person, three online) with the Brighton Award for the best being won by Kris Leung from Cornwall. Most of these are available (for members only) on the BAC website.

The day was rounded off by a presentation from Paul Cross (with support from Kay Ellis and Allan Wilson) looking back on the first 10 years of the BAC. It was a reminder of how far we have come and what changes have taken place. Throughout all this time, the BAC has worked to promote professional standards in all uses of cytology and to understand and communicate the consequences of any changes to our members while seeking to provide guidance for those affected.

There followed a very enjoyable dinner in the evening attended by most "in-person" delegates. David Wells, CEO of the IBMS, gave a short but incisive speech which recognised the BAC's integrated structure, with both biomedical scientists and medical practitioners having major roles and generating guidance and policies reflective of that approach.

The next significant in-person event was due to be a joint meeting with the International Academy of Cytology (IAC) in December 2021. However, as the autumn wore on and the Omicron coronavirus variant blossomed, it became apparent that attendance was likely to be severely compromised and the tutorial was eventually held as a purely online event on July 18th and 19th 2022. Over 200 delegates, mainly from Europe, Africa and Asia (for "time zone" reasons) were treated to an excellent program spanning diagnostic and cervical cytopathology with an overarching theme involving approaches to small specimens, both "cytological" and "histological". The sessions were excellently moderated by Zubair Baloch (Pennsylvania) and our own Ashish Chandra.

Two further BAC webinars were held in the last year. Dr Chiara Herzog spoke about "Harnessing the epigenetic footprint of cervical samples for breast and ovarian cancer detection and prediction" and Dr Angela Ralte discussed "Intraoperative cytology of the female genital tract: an alternative to frozen sections". These were free to attend and recordings are available via the BAC website. In addition, the BAC completed its short series of webinars for the Royal College of Radiologists, primarily based around techniques for fine needle aspiration of head and neck lesions and Rapid Onsite Evaluation (ROSE). We hope to build on this in the coming year in association with partner organisations such as the IBMS, Royal College of Pathologists and Royal College of Radiologists. Regarding webinars, we are happy to facilitate short sessions from departments presenting interesting cases - anything from 30 minutes to up to two hours. Please get in touch if you have an idea for such a session. Our email address is mail@britishcytology.org.uk

Finally (in terms of looking back), we held a member's survey and the message that came out loud and clear was that the single most important thing for BAC members was access to high quality training and educational material - which brings me to the future.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

Firstly, as I mentioned in the summary of last year's Annual Scientific Meeting, there is a new section in Cytopathology called "Scan" both as a continuation of the title of the BAC's inhouse magazine and also "Serving Cytology Across Nations". This aims to provide articles with a technical focus that go beyond the textbooks and are designed to give the feeling of standing next to someone in the clinic or laboratory - the "finer detail of cytology" as the editors put it. The September issue of Cytopathology includes an introduction to the Scan section from Ashish Chandra and Hedley Glencross. There follows an excellent article from Hedley on the "finer details" of cytocentrifugation. Again, contributions and suggestions are welcomed from BAC members and wider afield.

Secondly, over the next few months, the BAC will be developing a new website provided by web designers Moresoda in collaboration with the BAC Media Group. This will have the advantages of being easier to manage and will also be able to more easily process membership details and any potential payments. In addition, it is a welcome opportunity to revamp and expand the educational resources that are on the site. We are early in the planning stages of this and are always interested in suggestions for (and offers of) content. Feel free to email. We are very excited about the new website and will be updating members over the next few months as it develops.

The 2022 AGM and Annual Scientific Meeting took place in December 2022. We had hoped that this would be an in-person event with a workshop but we were thwarted this time, not by Covid-19, but by rail strikes in the UK on the day of the meeting, meaning that attendance would be impossible for most and difficult for the rest. We took the decision to move to an online meeting only with over 200 delegates attending.

Lastly, our Treasurer, Kay Ellis, hands the role over to Kirstie Rice at the AGM. I'd like to take the opportunity to warmly thank Kay for her many (at least 23!) years of hard work in this role for the BAC and its precursor organisations, the NAC and BSCC. She has provided absolutely rock-solid support in the role for the BAC and the much-needed reassurance of continuity in the transition from those organisations to the BAC as well as being an excellent "reality-checker" at all times. Many thanks again and we wish Kirstie all the best in her new role.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The British Association for Cytopathology (BAC) was formed in 2011 following the merger of the British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). BAC is a registered charity, charity number 276829, duly constituted under a Deed of Trust. The constitution and Rules were adopted on 25th September 1978, amended on 12th September 1982, 19th September 1990, 18th September 1991, 15th September 1998, 12th September 2006, 15th July 2011 and 15th September 2012.

Appointment to Executive

Executive members are appointed for a period of three years, and are appointed by a majority vote from nominations received at the Annual Meeting. The Officers of the BAC are selected from the Executive.

The AGM of 4th November 2017 approved some changes to The BAC Constitution, which are available on the BAC website. The major change was the expansion of the Executive to 12 elected members plus the President.

For the purposes of the Charities Act the officers and members of the BAC effectively act as the Charitable Trustees.

Organisation

The charity is based within the UK. It no longer has any permanent office accommodation of its own but its administration is handled through IBMS in London. The academic work of the organisation is controlled and organised through a series of committees, the membership of which is shown below.

We now have a "front desk" manned throughout the full working week through arrangements with IBMS in London. The remaining administrative duties have been devolved to members of The Executive.

Induction and training of new members

New members of the Executive are briefed on their legal obligations under charity law, the committee, and decision making processes of the Organisation.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The Executive is responsible for safeguarding the assets of the BAC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- a) the BAC is operating efficiently and effectively;
- b) its assets are safeguarded against unauthorised use or disposition;
- c) proper records are maintained and are reliable;
- d) the BAC complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- e) regular meetings and reviews conducted by the Executive
- f) regular consideration by the Executive of the financial results in light of known expectations, non-financial performance indicators and review;
- g) delegation of authority and segregation of duties;
- h) identification and management of risks.

The Executive actively review the main risk which the charity faces on a regular basis, and believe that maintaining our free reserves at the levels stated below, combined with our annual review of the controls over key financial systems carried out through various reviews, will provide sufficient resources in the event of adverse conditions. The Executive have also examined other operational and business risks which we face, and confirm that they have established systems to mitigate the significant risks. The Executive wish to ensure that the BAC's internal financial controls in particular, conform to guidelines issued by the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

0276829

Principal address

12 Coldbath Square
London
EC1R 5HL

Trustees

Prof A Wilson

Mrs K Ellis

Mrs S Mehew

Mrs A Cropper

Dr A Maddox

L Wheeldon

Dr M Munonyara (appointed 15/10/2021)

K Rice (appointed 15/10/2021)

Independent Examiner

Philip Longstaff FCA

ICAEW

Ellis Atkins

Chartered Accountants

The Atrium Business Centre

Curtis Road

Dorking

Surrey

RH4 1XA

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Executive Members

Dr Louise Smart

Dr Ash Chandra

Mrs Helen Burrell

Ms Alison Malkin

Dr Bijal Shah

Co-opted Members

Professor Philippe Viehl

Mr Hedley Glencross

Approved by order of the board of trustees on 17/1/2023 and signed on its behalf by: "


Mrs A Cropper - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Independent examiner's report to the trustees of British Association for Cytopathology

I report to the charity trustees on my examination of the accounts of British Association for Cytopathology (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the 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.

Philip Longstaff FCA
ICAEW
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Date:

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted fund £	31/3/22 Total funds £	31/3/21 Total funds £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies		50	13,333	13,383	-
Charitable activities	3				
Advancement of scientific research		58,539	-	58,539	56,946
Investment income	2	5	-	5	348
Total		<u>58,594</u>	<u>13,333</u>	<u>71,927</u>	<u>57,294</u>
EXPENDITURE ON					
Charitable activities	4				
Advancement of scientific research		71,911	-	71,911	52,289
Net gains on investments		5,594	-	5,594	7,752
NET INCOME/(EXPENDITURE)		<u>(7,723)</u>	<u>13,333</u>	<u>5,610</u>	<u>12,757</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		414,731	-	414,731	401,974
TOTAL FUNDS CARRIED FORWARD		<u><u>407,008</u></u>	<u><u>13,333</u></u>	<u><u>420,341</u></u>	<u><u>414,731</u></u>

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**BALANCE SHEET
31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted fund £	31/3/22 Total funds £	31/3/21 Total funds £
FIXED ASSETS					
Tangible assets	8	635	-	635	847
Investments	9	36,901	-	36,901	31,307
		<u>37,536</u>	<u>-</u>	<u>37,536</u>	<u>32,154</u>
CURRENT ASSETS					
Debtors	10	9,237	-	9,237	9,028
Cash at bank		376,835	13,333	390,168	393,667
		<u>386,072</u>	<u>13,333</u>	<u>399,405</u>	<u>402,695</u>
CREDITORS					
Amounts falling due within one year	11	(16,600)	-	(16,600)	(20,118)
NET CURRENT ASSETS		<u>369,472</u>	<u>13,333</u>	<u>382,805</u>	<u>382,577</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>407,008</u>	<u>13,333</u>	<u>420,341</u>	<u>414,731</u>
NET ASSETS		<u>407,008</u>	<u>13,333</u>	<u>420,341</u>	<u>414,731</u>
FUNDS	12				
Unrestricted funds				407,008	414,731
Restricted funds				13,333	-
TOTAL FUNDS				<u>420,341</u>	<u>414,731</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 17/1/2023 and were signed on its behalf by:


A Cropper - Trustee


K Rice - Trustee

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements present information about the charity as an individual undertaking and not as a group.

There are no material uncertainties regarding the charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

The charity allocates its support costs on a basis consistent with the use of resources.

Tangible fixed assets

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

Website development	- 33% on cost
Plant and machinery	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

2. INVESTMENT INCOME		31/3/22	31/3/21
		£	£
Deposit account interest		<u>5</u>	<u>348</u>
3. INCOME FROM CHARITABLE ACTIVITIES		31/3/22	31/3/21
		£	£
Subscriptions	Activity	<u>21,382</u>	<u>22,401</u>
Journal royalties	Advancement of scientific research	<u>37,157</u>	<u>34,545</u>
	Advancement of scientific research	<u>58,539</u>	<u>56,946</u>
4. CHARITABLE ACTIVITIES COSTS			
	Direct Costs	Support costs (see note 5)	Totals
	£	£	£
Advancement of scientific research	<u>37,353</u>	<u>34,558</u>	<u>71,911</u>
5. SUPPORT COSTS			
	Management	Governance costs	Totals
	£	£	£
Advancement of scientific research	<u>31,618</u>	<u>2,940</u>	<u>34,558</u>
Support costs, included in the above, are as follows:			
		31/3/22	31/3/21
		Advancement of scientific research	Total activities
		£	£
Office costs		<u>5,072</u>	<u>3,191</u>
Travel		<u>1,697</u>	<u>1,672</u>
Administration costs		<u>24,120</u>	<u>24,000</u>
Subscriptions		<u>384</u>	<u>384</u>
Depreciation of tangible assets		<u>212</u>	<u>282</u>
Interest payable and similar charges		<u>133</u>	<u>178</u>
Independent Examiner's Fee		<u>2,940</u>	<u>2,940</u>
		<u>34,558</u>	<u>32,647</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

6. INDEPENDENT EXAMINER'S REMUNERATION

	31/3/22	31/3/21
	£	£
Independent Examiner's Fee	<u>2,940</u>	<u>2,940</u>

Independent examiners remuneration for the year was £2,940 (2021: £2,940).

7. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

Details relating to trustees' expenses are given below.

Executive members

Travelling and directly incurred other expenses amounting to £953 were reimbursed to 2 Executive Members (2021 - £5,757 to 11 Executive Members). This includes £953 reimbursed to 2 trustees (2021: £4,374 to 6 trustees).

There were no staff directly employed during the year or previous period.

8. TANGIBLE FIXED ASSETS

	Website development £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 April 2021 and 31 March 2022	<u>17,626</u>	<u>6,339</u>	<u>524</u>	<u>24,489</u>
DEPRECIATION				
At 1 April 2021	17,626	5,492	524	23,642
Charge for year	-	212	-	212
At 31 March 2022	<u>17,626</u>	<u>5,704</u>	<u>524</u>	<u>23,854</u>
NET BOOK VALUE				
At 31 March 2022	<u>-</u>	<u>635</u>	<u>-</u>	<u>635</u>
At 31 March 2021	<u>-</u>	<u>847</u>	<u>-</u>	<u>847</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY
NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

9. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2021	31,307
Revaluations	<u>5,594</u>
At 31 March 2022	<u>36,901</u>
NET BOOK VALUE	
At 31 March 2022	<u>36,901</u>
At 31 March 2021	<u>31,307</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2022 is represented by:

	Listed investments £
Valuation in 2022	<u>36,901</u>

The market value is represented by the quoted market price at 31st March 2022.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/22 £	31/3/21 £
Accrued royalty income	<u>9,237</u>	<u>9,028</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/22 £	31/3/21 £
Accruals and deferred income	6,526	9,510
Prepaid subscriptions	<u>10,074</u>	<u>10,608</u>
	<u>16,600</u>	<u>20,118</u>

12. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	414,731	(7,723)	407,008
Restricted funds			
Mina Desai Award		13,333	13,333
TOTAL FUNDS	<u>414,731</u>	<u>5,610</u>	<u>420,341</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	58,594	(71,911)	5,594	(7,723)
Restricted funds				
Mina Desai Award	13,333	-	-	13,333
TOTAL FUNDS	<u>71,927</u>	<u>(71,911)</u>	<u>5,594</u>	<u>5,610</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	401,974	12,757	414,731
TOTAL FUNDS	<u>401,974</u>	<u>12,757</u>	<u>414,731</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	57,294	(52,289)	7,752	12,757
TOTAL FUNDS	<u>57,294</u>	<u>(52,289)</u>	<u>7,752</u>	<u>12,757</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	401,974	5,034	407,008
Restricted funds, Mina Desai Award	-	13,333	13,333
TOTAL FUNDS	<u>401,974</u>	<u>18,367</u>	<u>420,341</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds:				
General fund	115,888	(124,200)	13,346	5,034
Restricted funds:				
Mina Desai Award	13,333	-	-	13,333
TOTAL FUNDS	<u>129,221</u>	<u>(124,200)</u>	<u>13,346</u>	<u>18,367</u>

The Association operates unrestricted and restricted funds. Unrestricted funds are used for the general and scientific activities of BAC.

The Association recognised a donation received in the year of £ 13,333 as a restricted fund (2021: Nil). This donation is specifically to cover costs relating to the annual Mina Desai Award, an annual bursary for the European Conference and a tri-annual bursary for the International meeting. The donation is expected to fund this expenditure for up to ten years.

13. RELATED PARTY DISCLOSURES

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

BRITISH ASSOCIATION FOR CYTOPATHOLOGY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	31/3/22 £	31/3/21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	13,383	-
Investment income		
Deposit account interest	5	348
Charitable activities		
Subscriptions	21,382	22,401
Journal royalties	37,157	34,545
	<u>58,539</u>	<u>56,946</u>
Total incoming resources	71,927	57,294
EXPENDITURE		
Charitable activities		
Advertising and website	3,426	4,164
Journal costs	14,299	13,827
Tutorial and ASM costs	19,628	1,651
	<u>37,353</u>	<u>19,642</u>
Support costs		
Management		
Office costs	5,072	3,191
Travel	1,697	1,672
Administration costs	24,120	24,000
Subscriptions	384	384
Depreciation of tangible assets	212	282
Bank charges	133	178
	<u>31,618</u>	<u>29,707</u>
Governance costs		
Independent Examiner's Fee	2,940	2,940
Total resources expended	71,911	52,289
Net income	<u><u>16</u></u>	<u><u>5,005</u></u>

This page does not form part of the statutory financial statements

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The British Association of Cytopathology (BAC), which is registered as a charity, was founded in 2011 resulting from the merger of British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). The BAC exists to advance the science and art of Cytopathology by encouraging higher standards in Cytopathology for the benefit of the public and to encourage research in Cytopathology and related fields for the publication of useful results. In pursuit of these aims and objectives, the BAC has the power to receive contributions via a membership fee and raise funds where appropriate, to finance the work of the BAC.

To achieve these aims and objectives, the BAC will hold regular Scientific Meetings, educational study days, training courses and workshops and will facilitate a Continuous Education Certificate scheme open to all members. The BAC will work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other professional bodies, charities, statutory and non-statutory organisations.

Significant activities

All the members receive the official journal "Cytopathology" as well as the regular magazine "SCAN". "SCAN" is now published online and will be incorporated into "Cytopathology" going forward. The aim of Cytopathology is to publish articles relating to those aspects of cytology which will increase our knowledge and understanding of the aetiology, diagnosis and management of human disease. It contains original articles and critical reviews on all aspects of clinical cytology in its broadest sense: including gynaecological and non-gynaecological cytology, fine needle aspiration and screening strategy. The journal welcomes papers on ultrastructural, histochemical and immunocytochemical studies of the cell as well as articles on quantitative cytology and DNA hybridization.

The aim of Cytopath Editorial policy reflects the interest of cytopathologists and cytotechnologists alike as well as the interest of clinicians using the cytology service. It also reflects the interest of biological scientists whose work involves research of the cellular level. We continue to correlate information on matters cytological including progress of the NHS Cervical Screening Programme.

All members receive the journal

Public benefit

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

The trustees are satisfied that the charity continues to meet the required public benefit test through its objectives and activities described above.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

ACHIEVEMENT AND PERFORMANCE

Charitable activities

www.britishcytology.org.uk

The website continues to develop and covers the involvement of the BAC, meetings and news/research within the field of Cytopathology. The BAC is keen to develop an educational section using cases/modules for self learning. We encourage any comments or ideas for developing the website and are particularly interested to hear if you have any material that would provide a valuable resource to our members. There are plans to review the website to create a more friendly user interface and use more images.

Continuing Education Scheme

Since the merger of the BSCC and NAC, the Continuing Education Scheme developed by the NAC has been adopted as part of the BAC. It provides a means of recording on-going educational activities carried out by cytology screeners and biomedical scientists. Members of the scheme submit evidence to gain a certificate of achievement after attainment of a specified number of credits within a defined time frame.

BAC have worked hard to establish ourselves as a professional body for cytopathology in the UK, and it has taken some time, but through working closely with other relevant organizations, national bodies, government departments we are now the 'go-to' body which represents cytology in all its forms within the UK, recognized and respected across the world.

Due to COVID-19 restrictions, the BAC has continued its educational meetings in the form of Webinars hosted through Zoom. These have been very well-received and have attracted many attendees not only from the UK but overseas too. The Webinars have been recorded and can be found on 'YouTube'.

The BAC Twitter account is being widely used and the number of followers has increased greatly over the year.

FINANCIAL REVIEW

Financial position

The Association has generated a surplus in the year of £12,757 (2020: £7,157 deficit) from its activities throughout the year.

The revised arrangements for our journal Cytopathology continue to generate increased royalty payments from the publishers Wiley. However, the surpluses realised from Conferences and meetings in recent years are now of much increased importance to the finances of the BAC. No conference was held in this financial year.

At the year end, the BAC still has available reserves in excess of £400,000 which we consider to be in line with the reserves policy referred to below.

Executive is satisfied with the results shown, which are very much in line with expectations.

Investment policy and objectives

The Constitution of the BAC authorises the Executive to make and hold investments using the funds of the charity.

Cash balances are currently held with Lloyds Bank and The National Savings Bank. In addition, the BAC holds certain investments in quoted securities, which have been previously donated to it.

Executive, having regard to the liquidity requirements of the organisation have operated a policy of keeping available funds within interest bearing deposit accounts.

Reserves policy

The BAC maintains reserves to enable us to provide an uninterrupted service to our members. It is considered that reserves should be able to support a minimum of one year, and ideally up to two years operating costs. The BAC now has total reserves of £414,731 (2020: £401,974), and this is within the range of our reserves policy.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

FUTURE PLANS

As can be seen from the narrative above, we have many ideas and initiatives to promote our objectives. Our aims are to increase our social media presence and we have set up a media sub-committee. The aims of this group are to raise our profile and to revamp the website

Challenges

This year continues where last year left off with the Covid-19 global pandemic. The BAC has continued to adapt the way we work to enable us to carry on business as (un)usual by holding executive meetings via video conferencing platforms and providing live educational webinars (free of charge).

Cytology Education

We have commenced a schedule of live webinars and so far held 4 with more planned for the coming year, covering a wide range of topics and areas of expertise. BAC has invested in the Zoom platform to host these sessions, and Dr Ash Chandra has provided his invaluable experience to enable us to do so. Feedback so far has been amazing.

Some major cytology events in 2020 and 2021 that BAC were to be involved with have been cancelled or postponed but will hopefully go ahead in 2022 such as hosting another IAC tutorial in London as the last one in 2018 was so successful and well attended.

The BAC spring tutorial had to be cancelled again but we are hoping to go ahead in 2022. We had a successful face to face ASM/AGM in Nottingham in October 2021 where we celebrated the 10th anniversary of the BAC.

The next 10 years

The BAC will only continue to exist as long as it provides what the members want, and the executive will strive to provide this for as long as we can, but the future is ultimately in the hands of the membership.

We will continue to develop the partnerships we have developed with other professional bodies such as the RCPATH and the Institute of Biomedical Science (IBMS), so that the voice of the BAC is heard far and wide, but we do need new people on the executive to carry this work on, for the benefit of all members. Being an executive member is not a paid job, and on occasions requires some input from your own time, but is so interesting and rewarding that you will not mind. There are a lot of highly skilled, motivated and enthusiastic cytologists out there please consider bringing this to the BAC!

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The British Association for Cytopathology (BAC) was formed in 2011 following the merger of the British Society for Clinical Cytology (BSCC) and the National Association of Cytologists (NAC). BAC is a registered charity, charity number 276829, duly constituted under a Deed of Trust. The constitution and Rules were adopted on 25th September 1978, amended on 12th September 1982, 19th September 1990, 18th September 1991, 15th September 1998, 12th September 2006, 15th July 2011 and 15th September 2012.

Appointment to Executive

Executive members are appointed for a period of three years, and are appointed by a majority vote from nominations received at the Annual Meeting. The Officers of the BAC are selected from the Executive.

The AGM of 4th November 2017 approved some changes to The BAC Constitution, which are available on the BAC website. The major change was the expansion of the Executive to 12 elected members plus the President.

For the purposes of the Charities Act the officers and members of the BAC effectively act as the Charitable Trustees.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisation

The charity is based within the UK. It no longer has any permanent office accommodation of its own but its administration is handled through IBMS in London. The academic work of the organisation is controlled and organised through a series of committees, the membership of which is shown below.

We now have a "front desk" manned throughout the full working week through arrangements with IBMS in London. The remaining administrative duties have been devolved to members of The Executive.

Induction and training of new members

New members of the Executive are briefed on their legal obligations under charity law, the committee, and decision making processes of the Organisation.

Risk management

The Executive is responsible for safeguarding the assets of the BAC and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- a) the BAC is operating efficiently and effectively;
- b) its assets are safeguarded against unauthorised use or disposition;
- c) proper records are maintained and are reliable;
- d) the BAC complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- e) regular meetings and reviews conducted by the Executive
- f) regular consideration by the Executive of the financial results in light of known expectations, non-financial performance indicators and review;
- g) delegation of authority and segregation of duties;
- h) identification and management of risks.

The Executive actively review the main risk which the charity faces on a regular basis, and believe that maintaining our free reserves at the levels stated below, combined with our annual review of the controls over key financial systems carried out through various reviews, will provide sufficient resources in the event of adverse conditions. The Executive have also examined other operational and business risks which we face, and confirm that they have established systems to mitigate the significant risks. The Executive wish to ensure that the BAC's internal financial controls in particular, conform to guidelines issued by the Charity Commission.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

0276829

Principal address

12 Coldbath Square
London
EC1R 5HL

Trustees

Dr P Cross
Prof A Wilson
Mrs K Ellis
Mrs S Mehew
Mrs A Cropper
Dr A Maddox

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Philip Longstaff FCA

ICAEW

Ellis Atkins

Chartered Accountants

The Atrium Business Centre

Curtis Road

Dorking

Surrey

RH4 1XA

Executive Members

Dr Louise Smart

Dr Ash Chandra

Mrs Helen Burrell

Mr Hedley Glencross

Ms Alison Malkin

Dr Yurina Miki

Ms Leonie Glinski

Co-opted Members

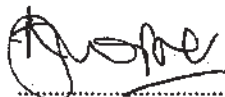
Professor Michael Sheaff

Mrs Sharon Roberts-Gant

Ms Kirstie Rice

Mrs Eva Halloran

Approved by order of the board of trustees on 15/3/2022 and signed on its behalf by:



Mrs A Cropper - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BRITISH ASSOCIATION FOR CYTOPATHOLOGY**

Independent examiner's report to the trustees of British Association for Cytopathology

I report to the charity trustees on my examination of the accounts of British Association for Cytopathology (the Trust) for the year ended 31 March 2021.

Responsibilities and basis of report

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

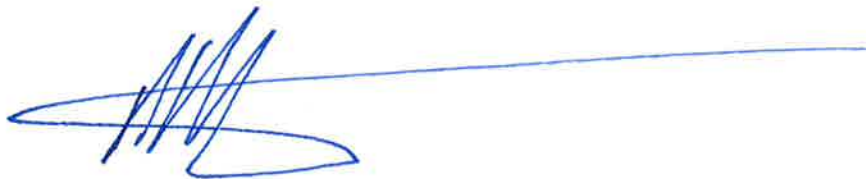
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the 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.



Philip Longstaff FCA
ICAEW
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey
RH4 1XA

Date: 15th March 2022

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

		31/3/21 Unrestricted fund £	31/3/20 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Charitable activities	3		
Advancement of scientific research		56,946	68,720
Investment income	2	348	382
Total		57,294	69,102
 EXPENDITURE ON			
Charitable activities	4		
Advancement of scientific research		52,289	71,401
Net gains/(losses) on investments		7,752	(4,858)
NET INCOME/(EXPENDITURE)		12,757	(7,157)
 RECONCILIATION OF FUNDS			
Total funds brought forward		401,974	409,131
 TOTAL FUNDS CARRIED FORWARD		414,731	401,974

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

**BALANCE SHEET
31 MARCH 2021**

	Notes	31/3/21 Unrestricted fund £	31/3/20 Total funds £
FIXED ASSETS			
Tangible assets	8	847	1,129
Investments	9	<u>31,307</u>	<u>23,555</u>
		32,154	24,684
CURRENT ASSETS			
Debtors	10	9,028	10,595
Cash at bank		<u>393,667</u>	<u>385,503</u>
		402,695	396,098
CREDITORS			
Amounts falling due within one year	11	<u>(20,118)</u>	<u>(18,808)</u>
NET CURRENT ASSETS		<u>382,577</u>	<u>377,290</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		414,731	401,974
NET ASSETS		<u>414,731</u>	<u>401,974</u>
FUNDS	12		
Unrestricted funds		<u>414,731</u>	<u>401,974</u>
TOTAL FUNDS		<u>414,731</u>	<u>401,974</u>

The financial statements were approved by the Board of Trustees and authorised for issue on
15/3/22..... and were signed on its behalf by:



 A Cropper - Trustee



 K Ellis - Trustee

The notes form part of these financial statements

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements present information about the charity as an individual undertaking and not as a group.

There are no material uncertainties regarding the charity's ability to continue as a going concern.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

The charity allocates its support costs on a basis consistent with the use of resources.

Tangible fixed assets

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

Website development	- 33% on cost
Plant and machinery	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

2. INVESTMENT INCOME

	31/3/21	31/3/20
	£	£
Deposit account interest	348	382
	<u><u>348</u></u>	<u><u>382</u></u>

3. INCOME FROM CHARITABLE ACTIVITIES

		31/3/21	31/3/20
	Activity	£	£
Subscriptions	Advancement of scientific research	22,401	25,114
Tutorial and ASM income	Advancement of scientific research	-	430
Journal royalties	Advancement of scientific research	34,545	43,176
		<u><u>56,946</u></u>	<u><u>68,720</u></u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Advancement of scientific research	19,642	32,647	52,289
	<u><u>19,642</u></u>	<u><u>32,647</u></u>	<u><u>52,289</u></u>

5. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Advancement of scientific research	29,707	2,940	32,647
	<u><u>29,707</u></u>	<u><u>2,940</u></u>	<u><u>32,647</u></u>

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

	31/3/21	31/3/20
	Advancement of scientific research £	Total activities £
Office costs	3,191	2,965
Travel	1,672	9,004
Administration costs	24,000	22,000
Subscriptions	384	336
Depreciation of tangible assets	282	376
Interest payable and similar charges	178	137
Independent Examiner's Fee	2,940	2,940
	<u><u>32,647</u></u>	<u><u>37,758</u></u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

6. INDEPENDENT EXAMINER' S REMUNERATION

	31/3/21	31/3/20
	£	£
Independent Examiner's Fee	<u>2,940</u>	<u>2,940</u>

Independent examiners remuneration for the year was £2,940 (2020: £2,940).

7. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

Details relating to trustees' expenses are given below.

Executive members

Travelling and directly incurred other expenses amounting to £953 were reimbursed to 2 Executive Members (2020 - £5,757 to 11 Executive Members). This includes £953 reimbursed to 2 trustees (2020- £4,374 to 6 trustees).

There were no staff directly employed during the year or previous period.

8. TANGIBLE FIXED ASSETS

	Website development £	Plant and machinery £	Computer equipment £	Totals £
COST				
At 1 April 2020 and 31 March 2021	<u>17,626</u>	<u>6,339</u>	<u>524</u>	<u>24,489</u>
DEPRECIATION				
At 1 April 2020	<u>17,626</u>	<u>5,210</u>	<u>524</u>	<u>23,360</u>
Charge for year	<u>-</u>	<u>282</u>	<u>-</u>	<u>282</u>
At 31 March 2021	<u>17,626</u>	<u>5,492</u>	<u>524</u>	<u>23,642</u>
NET BOOK VALUE				
At 31 March 2021	<u>-</u>	<u>847</u>	<u>-</u>	<u>847</u>
At 31 March 2020	<u>-</u>	<u>1,129</u>	<u>-</u>	<u>1,129</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

9. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 April 2020	23,555
Revaluations	7,752
	<u>31,307</u>
At 31 March 2021	<u>31,307</u>
NET BOOK VALUE	
At 31 March 2021	<u>31,307</u>
At 31 March 2020	<u>23,555</u>

There were no investment assets outside the UK.

Cost or valuation at 31 March 2021 is represented by:

	Listed investments £
Valuation in 2021	<u>31,307</u>

The market value is represented by the quoted market price at 31st March 2021.

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Accrued royalty income	<u>9,028</u>	<u>10,595</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31/3/21 £	31/3/20 £
Accruals and deferred income	9,510	7,763
Prepaid subscriptions	<u>10,608</u>	<u>11,045</u>
	<u>20,118</u>	<u>18,808</u>

12. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	401,974	12,757	414,731
	<u>401,974</u>	<u>12,757</u>	<u>414,731</u>
TOTAL FUNDS	<u>401,974</u>	<u>12,757</u>	<u>414,731</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	57,294	(52,289)	7,752	12,757
TOTAL FUNDS	<u>57,294</u>	<u>(52,289)</u>	<u>7,752</u>	<u>12,757</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	409,131	(7,157)	401,974
TOTAL FUNDS	<u>409,131</u>	<u>(7,157)</u>	<u>401,974</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	69,102	(71,401)	(4,858)	(7,157)
TOTAL FUNDS	<u>69,102</u>	<u>(71,401)</u>	<u>(4,858)</u>	<u>(7,157)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	409,131	5,600	414,731
TOTAL FUNDS	<u>409,131</u>	<u>5,600</u>	<u>414,731</u>

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	126,396	(123,690)	2,894	5,600
TOTAL FUNDS	<u>126,396</u>	<u>(123,690)</u>	<u>2,894</u>	<u>5,600</u>

The association only operates one general fund. This is used for the general and scientific activities of BAC.

13. RELATED PARTY DISCLOSURES

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