

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
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The Atrium Business Centre
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RH4 1XA**

BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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FOR THE YEAR ENDED 31 MARCH 2023**

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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

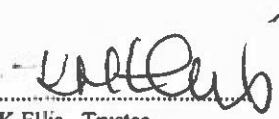
BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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 | (3,069) |
| | <u>33,832</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**

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| Statement of Financial Activities | 7 |
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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

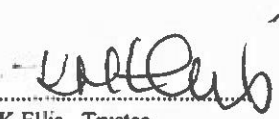
BRITISH ASSOCIATION FOR CYTOPATHOLOGY

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.

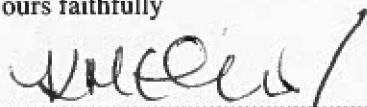
Going concern

- 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