

**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

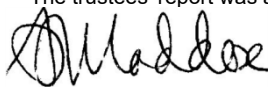
12 Coldbath Square
London
EC1R 5HL

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
				62,844
EXPENDITURE ON:				
Charitable activities:	5			
Advancement of scientific research		(61,122)	-	(61,122)
NET INCOME/(EXPENDITURE)		99	-	99
				(11,510)
Losses on revaluation of fixed assets		(5,430)	-	(5,430)
		(5,331)	-	(5,331)
				(16,056)
NET MOVEMENT IN FUNDS				
RECONCILIATION OF FUNDS:				
Total funds brought forward		391,966	13,333	405,299
TOTAL FUNDS CARRIED FORWARD	14	386,635	13,333	399,968
				405,299

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

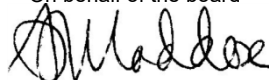
		2024		
		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
INCOME AND ENDOWMENTS FROM:				
Charitable activities:				
Advancement of scientific research		62,467	-	62,467
Investments	3	377	-	377
		<u>62,844</u>	<u>-</u>	<u>62,844</u>
EXPENDITURE ON:				
Charitable activities:	5			
Advancement 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

Document generated Thu, 5th Feb 2026 8:34:42 GMT

Document fingerprint 93a4ed2e5a3555aae9d6891a36ec6571

Parties involved with this document

Document processed	Party + Fingerprint
Thu, 5th Feb 2026 8:49:54 GMT	Ms D Morrison - Signer (d50ef8a3295856965013d3138d0dba23)
Thu, 5th Feb 2026 9:42:05 GMT	Dr A Maddox - Signer (db23ff57e0c08172296d690723ba6fcb)
Thu, 5th Feb 2026 9:48:12 GMT	Philip Longstaff - Signer (5e990c26f4ebcf056b7cbd5a4b78d5f9)
Thu, 5th Feb 2026 9:48:13 GMT	Ethan Thomas - Copied In (0e0295908616537e26b3b9553421c8c5)

Audit history log

Date	Action
Thu, 5th Feb 2026 8:34:42 GMT	Envelope generated with fingerprint 4c3062d7f8a617bdacd29b733de760ff (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Document generated with fingerprint f5066ff62733d761c8b3d84a23c6b727. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Document generated with fingerprint cb4418bca8048217083e20cdba8f29f6. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Document generated with fingerprint 93a4ed2e5a3555aae9d6891a36ec6571. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Document generated with fingerprint 83cb7b1f5868268fc4fbc293aa97ef. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Document generated with fingerprint 6960ec71ad5eb04444f1fa528b1cc941. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Ms D Morrison has been assigned to this envelope. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Dr A Maddox has been assigned to this envelope. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Philip Longstaff has been assigned to this envelope. (35.176.231.177)
Thu, 5th Feb 2026 8:34:42 GMT	Ethan Thomas has been assigned to this envelope. (35.176.231.177)
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)
Thu, 5th Feb 2026 9:42:05 GMT	Dr A Maddox signed the envelope (157.203.6.113)
Thu, 5th Feb 2026 9:42:06 GMT	Sent the envelope to Philip Longstaff for signing (157.203.6.113)
Thu, 5th Feb 2026 9:42:06 GMT	Document emailed to party email
Thu, 5th Feb 2026 9:46:09 GMT	Philip Longstaff viewed the envelope (46.249.198.190)
Thu, 5th Feb 2026 9:48:12 GMT	Philip Longstaff signed the envelope (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Sent the envelope to Ethan Thomas for signing (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	This envelope has been signed by all parties (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Signed document confirmation emailed to party email (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Signed document confirmation emailed to party email (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Signed document confirmation emailed to party email (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Signed document confirmation emailed to party email (46.249.198.190)
Thu, 5th Feb 2026 9:48:13 GMT	Signed document confirmation emails have been sent to all parties.
	Document URL:
	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