

**Report of the Trustees and**  
**Unaudited Financial Statements for the Year Ended 31 March 2023**  
**for**  
**THE ASSOCIATION FOR RESPIRATORY**  
**TECHNOLOGY AND PHYSIOLOGY**  
**(A COMPANY LIMITED BY GUARANTEE)**

Elsby & Co  
Thistledown Barn  
204 Holcot Road  
Sywell  
Northampton  
Northamptonshire  
NN6 0BG

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

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for the year ended 31 MARCH 2023**

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## **THE ASSOCIATION FOR RESPIRATORY TECHNOLOGY AND PHYSIOLOGY**

### **Report of the Trustees for the year ended 31 MARCH 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, 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 trustees have considered the charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity'.

The Association for Respiratory Technology and Physiology objectives and activities is to advance for the public benefit the service and practice of Respiratory and Sleep Physiology and allied subjects by;

- a) Delivering and promoting education and training programmes to ensure competence to practice
- b) Establishing relevant standards of practice
- c) Promoting audit and research and by making the results of such study and research available to the practitioners and the general public
- d) Promoting advances in diagnostic, treatment and care of patients with respiratory and sleep diseases
- e) Communicating with all stakeholders
- f) Representing the interests of practitioners at all levels.

The Association for Respiratory Technology & Physiology (ARTP), through standards of training and quality assurance, are the professional guardians of physiological measurement in respiratory and sleep medicine in the UK. With over 40 years of experience in the design and delivery of respiratory physiology services, ARTP provides the only national, professionally recognised, qualifications in Respiratory Function Testing and Spirometry in the UK.

ARTP also recommends standards for the design and delivery of respiratory physiology services through position papers from ARTP Working Groups on the structure, function and content of respiratory physiology and sleep facilities and services in the UK.

An important function of the ARTP is the provision of opportunities for Continuing Professional Development. The ARTP organises an annual Conference, meetings and other educational courses on many respiratory and sleep physiology topics.

Nationally ARTP informs and influences major organisations about the delivery of respiratory physiology services. Furthermore, ARTP links with equivalent national organisations around the world to deliver global standards in respiratory healthcare involving respiratory technology and physiology.

The ARTP sets standards for and administers the National Spirometry Register, hosted by the academy for Healthcare Science.

The Association works in conjunction with the British Thoracic Society to produce national guidelines and standards for good practice in the performance of respiratory measurement. It works closely with the Department of Health and Academy for Healthcare Science in formulating policy and in the strategic direction of the profession.

The ARTP hosts the multi-disciplinary Sleep Apnoea Consortium and ARTP now has a membership section for sleep practitioners.

The Association is a founder member of Association of Clinical Scientists organisation, the Institute of Physiological Sciences and the Federation of Healthcare Scientists.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

The trustees are delighted to report that the membership reached 792 in 2022-2023. This increase has been from the ongoing promotional efforts and raising awareness of the profile of ARTP through high quality courses, conferences and qualifications.

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Report of the Trustees  
for the year ended 31 MARCH 2023**

**ACHIEVEMENT AND PERFORMANCE**

**Fundraising activities**

The Charity's Professional Qualifications allow respiratory practitioners to update their skills and knowledge. By undertaking professional competency qualifications practitioners are able to demonstrate their competencies enabling them to follow career pathways and take advantage of professional opportunities. The Charity now offers three levels of Professional Qualification:

- Practitioner (Level 3)
- Clinical (Level 2)
- Associate (Level 1)

There were 73 candidates that enrolled onto the professional qualifications and 76 candidates, including deferrals and re-sittings that undertook the professional examinations in 2022-23. ARTP successfully adapted the format of the examinations so that these could be ran virtually, and these have been running successfully.

The charity provides several certificates of competence that allows individuals to demonstrate competency in specific respiratory or sleep techniques. These include the following certificates along with the number of candidates enrolled in 2022-23:

- Overnight Pulse Oximetry - 5 candidates.
- Overnight and Polygraphy Practitioner - 1 candidates.
- Practical Blood gas Sampling - 15 candidates.
- CPAP Associate (Introductory) - 4 candidates.
- CPAP Practitioner (Advanced) - 2 candidates.
- CPAP Progression (Introductory to Advanced) - no candidates.

The Association for Respiratory Technology and Physiology is the holder of the Spirometry national register of individuals that have obtained certification in Spirometry. This register reached 2005 certified practitioners over various levels in 2022-23.

The ARTP Annual Meeting for 2022 took place at the Jury's Inn Hinckley Island Hotel on Thursday 5th May and Friday 6th May 2022.

The meeting started at 0830 on Thursday 5th May and finished at 1800 on Friday 6th May. The programme consisted of 30 talks, 4 Oral presentations, 6 sponsored workshops and an exhibition and poster area.

The ARTP Conference 2022 comprised of:

- 262 registered delegates.
- 114 exhibitor personnel.
- 32 companies supported the meeting with exhibition or sponsorship.
- 238 attendees at the gala dinner.

The ARTP Annual Meeting for 2023 took place at the Hilton Brighton Metropole on Thursday 16th March and Friday 17th March 2023.

The meeting started at 0830 on Thursday 16th March and finished at 1745 on Friday 17th March. The programme consisted of 27 talks, 4 Oral presentations, 4 sponsored workshops and an exhibition and poster area.

The ARTP Conference 2023 comprised of:

- 261 registered delegates.
- 101 exhibitor personnel.
- 29 companies supported the meeting with exhibition or sponsorship.
- 284 attendees at the gala dinner.

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Report of the Trustees  
for the year ended 31 MARCH 2023**

**FINANCIAL REVIEW**

**Financial position**

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

The Statement of Financial Activities show an income of £891,758 (£317,471 - 2022) and an increased expenditure of £811,926 (£296,076 - 2022).

This equates to a net surplus of resources of a revenue nature of £79,832 (2022- £21,395).

The total funds at the year-end stands at £433,361 (£353,529 - 2022).

Free unrestricted funds amounted to £424,893 (£348,061 - 2022).

Restricted funds amounted to £ 8,468 (£5,468- 2022).

**Investment policy and objectives**

Any funds invested should not exceed the reserves policy unless held for a specific purpose. All funds invested should be only be invested for 12 months or less.

**Reserves policy**

The charity aims to retain sufficient capital funds in reserve to permit it to cover fixed, recurring annual expenditure and conduct other core activities, such as Annual Conference and other educational activities, as defined by the Governing Board for a period of 1 year in the absence of any related income over this period and uninsured loss.

In the event of a reduction in reserves below this estimated level the aim is to recover reserves as quickly as possible from annual surpluses whilst maintaining normal charitable activity.

Note: Total income reported this year of £811,926 is exceptional due to the one-off occurrence of two annual conferences within the same financial year. Annual expenditure in the 2 years prior to COVID-19 averaged £531,895.50. This is offset by fixed/recurring income of £48,500 from membership/interest (assumed to be static). Further, there are annual costs associated with professional exams which can only be incurred if the exam takes place, as directly related to costs of assessment/marking. This equated to £20,130 in this financial year. Assuming a conservative estimate of insured recoverable costs, the target reserves are therefore currently set at £450K. Within this financial year reserves were £433,361, recovering from the low point of £332,134 in 2020-21 resulting from the financial impact of COVID-19.

The Charity is confident that this reserves policy is very robust considering the successful maintenance of net positive funds carried forward during the major real-world stress test of COVID-19.

**Going concern**

ARTP is required to submit a narrative as to its status as a going concern. As mentioned above, there are reduced, but still, significant reserves and there are now sufficient reserves that if ARTP were to continue its current spending plans and there was no further income, that could be maintained for at least another year. ARTP is therefore a going concern.

In a realistic projection however income will continue, and the main sources of income are the annual Conference, Educational courses, Professional exams and the National Spirometry Register. The budget projection is based on the assumption that there will not be significant changes to membership fees or volumes of members; that Conference will be attended in numbers equivalent to number seen in previous years; that the demand for educational courses and professional exams will continue at or above current levels and that the demand for Spirometry Registration will continue at or above the current level. ARTP is therefore confident that it will comfortably remain a going concern.

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Report of the Trustees  
for the year ended 31 MARCH 2023**

**FUTURE PLANS**

Following the previous impact of COVID-19, normal levels of income and expenditure have resumed. Therefore the Board of ARTP are confident that ARTP finances are on a sound footing going forward as educational courses resume along with the resumption of more stable income from spirometry that can be expected through 2023-2024 and beyond.

COVID-19 tested the reserves policy and we are pleased to say that it was successful in enabling ARTP finances to absorb the significant financial negative impact, but with a resultant reduction in the value of the reserves. The reserves, whilst still at a level to protect against significant financial liabilities, will be a primary goal over the next 3-5 years to recover to pre COVID-19 levels utilising a proportion of expected annual budgetary surpluses.

The Trustees of the charity are very happy with the current direction of the charity and recognise the need to engage with Professional's it represents to meet the overall aims of the charity.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity structure comprises of the Council of Trustees who determine the strategic direction that the charity should take, and it oversees the Executive Board. The Council members comprise of:

- An elected President
- Four independent non-executive directors (Legal, Financial, Workforce / Human Resources and a Patient Representative)
- Four Primary Executive Board members (Chair, Vice Chair, Treasurer and Secretary )

**The Executive Board**

Is responsible for the operational aspects of charity. The Executive Board comprises of four primary board members, and then Committee Chairs, which are responsible for specific areas of ARTP business.

ARTP business is broken into seven key areas, each of which may cover several areas of operation, these committees are:

- Communication.
- Workforce.
- Standards.
- Education and Training.
- Events.
- Paediatrics.
- Sleep.

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Report of the Trustees  
for the year ended 31 MARCH 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Recruitment and appointment of new trustees**  
Appointment of Trustees

The Treasurer, Secretary & Vice Chair will be elected by a ballot of the full (voting) membership of the Association in accordance with by-laws set by the ARTP Council from time to time). Officers will (unless the ARTP Council decides otherwise) serve for a term of 2 years from the end of the AGM at which they were appointed. A Director may be eligible for re-election. On completion of their term of office the Vice Chair will take over the Chair role.

The Executive Board will nominate and the ARTP Council will appoint the President who will usually, if willing to stand, be the outgoing Chair. The Executive Board could also choose to nominate another individual from a physiological/scientific background who they believe would be an appropriate representative of the Association. The President does not necessarily have to be a member of ARTP prior to being nominated.

The ARTP Council shall be entitled to appoint up to 4 Directors to fulfil such skills criteria as the ARTP Council shall consider necessary from time to time. The Executive Board shall assist the ARTP Council in recruiting such Directors. The term of Office for such Directors shall be 2 years.

At the conclusion of his term of office a Director who is willing to continue in office may, if the ARTP Council thinks fit, be re-appointed for a further term.

The ARTP Council may from time to time co-opt a person to serve as a member of the ARTP Council, either to fill casual vacancy or to replace a retiring or disqualified Director. A Director so appointed shall retain his office only until the next Annual General Meeting, but he shall be eligible for re-election or re-appointment.

**Support Services**

A variety of support services are in place to support the work of the Association and its administration. Central support services (secretariat, membership and financial) is provided by Executive Business Services (EBS).

EBS are also contracted to administer the Spirometry Register.

Policies and procedures for induction and training of trustees.

**Policies:**

- ARTP Articles of Association.
- ARTP Code of Conduct.
- Declaration of Interests.

**Induction and training of new trustees**

Trustees must be elected/appointed as detailed above and be aware of the role, duties and commitment required prior to undertaking the role. Individuals who have been elected to Trustee posts are required to make a declaration of interests and an undertaking of commitment as a Trustee to the ARTP. They are required to submit a Trustee declaration form to the Charity Commission and complete the process for appointment as an ARTP director by successful submission of an APOI form to Company House.

All Trustees receive the Memorandum and Articles of Association, and the Association uses the extensive information on the Charity Commission website to support the induction and training of Trustees. In particular, all Trustees are directed to read the Charity Commission guidance - the essential trustee: what you need to know (CC3). The previous trustee, with specific roles/holding specific titles, such as Treasurer, are asked to stay as a past trustee, to support the newly elected individual in their transition.

**THE ASSOCIATION FOR RESPIRATORY**  
**TECHNOLOGY AND PHYSIOLOGY**

**Report of the Trustees**  
**for the year ended 31 MARCH 2023**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

05987719 (England and Wales)

**Registered Charity number**

1117470

**Registered office**

Unit E1  
City Wharf  
Davidson Road  
Lichfield  
Staffordshire  
WS14 9DZ

**Trustees**

R J Harwood  
J Cooper  
M R Hubbocks  
J Hull (resigned 5.5.22)  
K Hutchinson  
M H Lang  
J Shakespeare  
W D Man (appointed 5.5.22)

**Company Secretary**

S M McArthur

**Independent Examiner**

Elsby & Co  
Thistledown Barn  
204 Holcot Road  
Sywell  
Northampton  
Northamptonshire  
NN6 0BG

Approved by order of the board of trustees on 18/12/2023 and signed on its behalf by:

M H Lang  
M H Lang - Trustee

**Independent Examiner's Report to the Trustees of**  
**The Association for Respiratory**  
**Technology and Physiology**

**Independent examiner's report to the trustees of The Association for Respiratory Technology and Physiology ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Carl Elsby

Elsby & Co  
Thistledown Barn  
204 Holcot Road  
Sywell  
Northampton  
Northamptonshire  
NN6 0BG

Date: .....18/12/2023.....

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the year ended 31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	-	3,000	3,000	3,000
<b>Charitable activities</b>	5				
Conference and education		656,371	-	656,371	164,399
Other trading activities	3	231,570	-	231,570	149,851
Investment income	4	<u>817</u>	<u>-</u>	<u>817</u>	<u>221</u>
<b>Total</b>		<u>888,758</u>	<u>3,000</u>	<u>891,758</u>	<u>317,471</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	6				
Conference and education		811,926	-	811,926	291,239
Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>4,837</u>
<b>Total</b>		<u>811,926</u>	<u>-</u>	<u>811,926</u>	<u>296,076</u>
<b>NET INCOME</b>		76,832	3,000	79,832	21,395
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		348,061	5,468	353,529	332,134
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>424,893</u>	<u>8,468</u>	<u>433,361</u>	<u>353,529</u>

The notes form part of these financial statements

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY (REGISTERED NUMBER: 05987719)**

**Balance Sheet  
31 MARCH 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>CURRENT ASSETS</b>					
Stocks	11	1,457	-	1,457	1,489
Debtors	12	145,990	-	145,990	186,976
Cash at bank		<u>341,547</u>	<u>8,468</u>	<u>350,015</u>	<u>312,821</u>
		488,994	8,468	497,462	501,286
<b>CREDITORS</b>					
Amounts falling due within one year	13	(64,101)	-	(64,101)	(147,757)
		—	—	—	—
<b>NET CURRENT ASSETS</b>		<u>424,893</u>	<u>8,468</u>	<u>433,361</u>	<u>353,529</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		424,893	8,468	433,361	353,529
		—	—	—	—
<b>NET ASSETS</b>		<u>424,893</u>	<u>8,468</u>	<u>433,361</u>	<u>353,529</u>
<b>FUNDS</b>					
Unrestricted funds				424,893	348,061
Restricted funds				<u>8,468</u>	<u>5,468</u>
<b>TOTAL FUNDS</b>				<u>433,361</u>	<u>353,529</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

**THE ASSOCIATION FOR RESPIRATORY**  
**TECHNOLOGY AND PHYSIOLOGY (REGISTERED NUMBER: 05987719)**

**Balance Sheet - continued**  
**31 MARCH 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 18/12/2023 and were signed on its behalf by:



M H Lang - Trustee

The notes form part of these financial statements

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Cash Flow Statement  
for the year ended 31 MARCH 2023**

	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>36,377</u>	<u>57,016</u>
Net cash provided by operating activities		<u>36,377</u>	<u>57,016</u>
<b>Cash flows from investing activities</b>			
Interest received		<u>817</u>	<u>221</u>
Net cash provided by investing activities		<u>817</u>	<u>221</u>
<b>Change in cash and cash equivalents in the reporting period</b>			
Cash and cash equivalents at the beginning of the reporting period		<u>312,821</u>	<u>255,584</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>350,015</u>	<u>312,821</u>

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Cash Flow Statement  
for the year ended 31 MARCH 2023**

**I. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	2023 £	2022 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	79,832	21,395
<b>Adjustments for:</b>		
Interest received	(817)	(221)
Decrease/(increase) in stocks	32	(145)
Decrease/(increase) in debtors	40,986	(70,477)
(Decrease)/increase in creditors	<u>(83,656)</u>	<u>106,464</u>
<b>Net cash provided by operations</b>	<u>36,377</u>	<u>57,016</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.22 £	Cash flow £	At 31.3.23 £
<b>Net cash</b>			
Cash at bank	<u>312,821</u>	<u>37,194</u>	<u>350,015</u>
<b>Total</b>	<u>312,821</u>	<u>37,194</u>	<u>350,015</u>

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements  
for the year ended 31 MARCH 2023**

**I. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**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.

**Charitable activities**

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs.

**Allocation and apportionment of costs**

Costs are allocated between restricted and unrestricted funds based on what the costs are relating to.

**Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing stock to its present location and condition.

**Taxation**

The charity is exempt from corporation 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.

Details of specific fund accounting is set out in note 14.

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements - continued**  
**for the year ended 31 MARCH 2023**

**2. DONATIONS AND LEGACIES**

	2023	2022
	£	£
Donations	<u>3,000</u>	<u>3,000</u>

**3. OTHER TRADING ACTIVITIES**

	2023	2022
	£	£
Courses	175,885	102,655
Memberships	<u>55,685</u>	<u>47,196</u>
	<u>231,570</u>	<u>149,851</u>

**4. INVESTMENT INCOME**

	2023	2022
	£	£
Bank interest receivable	<u>817</u>	<u>221</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

	2023	2022
	Conference and education	Total activities
	£	£
Sales of goods and services	<u>656,371</u>	<u>164,399</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 7)	Support costs (see note 8)	Totals
	£	£	£
Conference and education	<u>510,197</u>	<u>301,729</u>	<u>811,926</u>

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements - continued**  
**for the year ended 31 MARCH 2023**

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2023	2022
	£	£
Cost of charitable activities	59,644	44,008
Venue costs	156,519	5,957
Travel and hotels	251,893	5,112
Input VAT partial exemption adjustment	<u>42,141</u>	-
	<u>510,197</u>	<u>55,077</u>

**8. SUPPORT COSTS**

	Management	Finance	Governance costs	Totals
	£	£	£	£
Conference and education	<u>257,865</u>	<u>10,432</u>	<u>33,432</u>	<u>301,729</u>

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

**Management**

	2023	2022
	Conference and education	Total activities
	£	£
Secretarial support costs	233,349	193,888
Computer costs	21,143	3,518
Postage and stationery	<u>3,373</u>	<u>2,776</u>
	<u>257,865</u>	<u>200,182</u>

**Finance**

	2023	2022
	Conference and education	Total activities
	£	£
Bank charges	<u>10,432</u>	<u>8,169</u>

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements - continued  
for the year ended 31 MARCH 2023**

**8. SUPPORT COSTS - continued**  
**Governance costs**

	2023	2022
	Conference and education	Total activities
	£	£
Sundries	100	11
Accountancy and legal fees	5,139	4,837
Legal fees	<u>28,193</u>	<u>27,800</u>
	<u><u>33,432</u></u>	<u><u>32,648</u></u>

**9. 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**

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	-	3,000	3,000
<b>Charitable activities</b>			
Conference and education	164,399	-	164,399
Other trading activities	149,851	-	149,851
Investment income	<u>221</u>	<u>-</u>	<u>221</u>
<b>Total</b>	<u><u>314,471</u></u>	<u><u>3,000</u></u>	<u><u>317,471</u></u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Conference and education	288,524	2,715	291,239
Other	<u>4,837</u>	<u>-</u>	<u>4,837</u>
<b>Total</b>	<u><u>293,361</u></u>	<u><u>2,715</u></u>	<u><u>296,076</u></u>
<b>NET INCOME</b>	<b>21,110</b>	<b>285</b>	<b>21,395</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	326,951	5,183	332,134

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements - continued  
for the year ended 31 MARCH 2023**

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted funds £	Total funds £
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>348,061</u>	<u>5,468</u>	<u>353,529</u>

**11. STOCKS**

	2023 £	2022 £
Stocks	<u>1,457</u>	<u>1,489</u>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Trade debtors	<u>116,087</u>	<u>152,339</u>
VAT	<u>-</u>	<u>17,476</u>
Prepayments and accrued income	<u>29,903</u>	<u>17,161</u>
	<u>145,990</u>	<u>186,976</u>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Trade creditors	<u>25,004</u>	<u>18,842</u>
VAT	<u>11,932</u>	<u>-</u>
Other creditors	<u>2,042</u>	<u>1,507</u>
Accrued expenses	<u>25,123</u>	<u>127,408</u>
	<u>64,101</u>	<u>147,757</u>

**14. MOVEMENT IN FUNDS**

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
<b>Unrestricted funds</b>			
General fund	<u>348,061</u>	<u>76,832</u>	<u>424,893</u>
<b>Restricted funds</b>			
Educational Bursary	<u>4,193</u>	<u>3,000</u>	<u>7,193</u>
Lyn Davies	<u>1,275</u>	<u>-</u>	<u>1,275</u>
	<u>5,468</u>	<u>3,000</u>	<u>8,468</u>
<b>TOTAL FUNDS</b>	<u>353,529</u>	<u>79,832</u>	<u>433,361</u>

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements - continued**  
**for the year ended 31 MARCH 2023**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	888,758	(811,926)	76,832
<b>Restricted funds</b>			
Educational Bursary	3,000	-	3,000
<b>TOTAL FUNDS</b>	<b><u>891,758</u></b>	<b><u>(811,926)</u></b>	<b><u>79,832</u></b>

**Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	326,951	21,110	348,061
<b>Restricted funds</b>			
Educational Bursary	3,908	285	4,193
Lyn Davies	1,275	-	1,275
	<u>5,183</u>	<u>285</u>	<u>5,468</u>
<b>TOTAL FUNDS</b>	<b><u>332,134</u></b>	<b><u>21,395</u></b>	<b><u>353,529</u></b>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	314,471	(293,361)	21,110
<b>Restricted funds</b>			
Educational Bursary	3,000	(2,715)	285
<b>TOTAL FUNDS</b>	<b><u>317,471</u></b>	<b><u>(296,076)</u></b>	<b><u>21,395</u></b>

Restricted funds that have been spent during the year include the following:

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Notes to the Financial Statements - continued**  
**for the year ended 31 MARCH 2023**

**14. MOVEMENT IN FUNDS - continued**

- Lyn Davies Award Restricted fund- presented at the ARTP and British Sleep Society Conferences to an individual who has driven innovation in the field of sleep medicine.
- Educational Bursary Restricted fund - sponsoring Scientist Training Program (STP) and ARTP professional qualification students to attend the ARTP Annual Conference
- ARTP Annual Conference - Grant to fund the attendance

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2023 nor for the year ended 31 March 2022.

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Detailed Statement of Financial Activities  
for the year ended 31 MARCH 2023**

	2023	2022
	£	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	3,000	3,000
<b>Other trading activities</b>		
Courses	175,885	102,655
Memberships	55,685	<u>47,196</u>
	231,570	149,851
<b>Investment income</b>		
Bank interest receivable	817	221
<b>Charitable activities</b>		
Sales of goods and services	<u>656,371</u>	<u>164,399</u>
<b>Total incoming resources</b>	891,758	317,471
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Cost of charitable activities	59,644	44,008
Venue costs	156,519	5,957
Travel and hotels	251,893	5,112
Input VAT partial exemption adjustment	42,141	-
	510,197	55,077
<b>Support costs</b>		
<b>Management</b>		
Secretarial support costs	233,349	193,888
Computer costs	21,143	3,518
Postage and stationery	<u>3,373</u>	<u>2,776</u>
	257,865	200,182
<b>Finance</b>		
Bank charges	10,432	8,169
<b>Governance costs</b>		
Sundries	100	11
Accountancy and legal fees	5,139	4,837
Carried forward	5,239	4,848

**THE ASSOCIATION FOR RESPIRATORY  
TECHNOLOGY AND PHYSIOLOGY**

**Detailed Statement of Financial Activities**  
**for the year ended 31 MARCH 2023**

	2023	2022
	£	£
<b>Governance costs</b>		
Brought forward	5,239	4,848
Legal fees	<u>28,193</u>	<u>27,800</u>
	<u>33,432</u>	<u>32,648</u>
Total resources expended	<u>811,926</u>	<u>296,076</u>
<b>Net income</b>	<u>79,832</u>	<u>21,395</u>