

Charity number: 1117470
Company number: 05987719
(England and Wales)

The Association for Respiratory Technology and Physiology

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 March 2017

The Association for Respiratory Technology and Physiology
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The Association for Respiratory Technology and Physiology
Report of the Trustees
For the year ended 31 March 2017

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2017. 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 the Republic of Ireland (FRS 102) (effective 1 January 2015).

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 Physiology and allied subjects by the promotion of improved standards of education and training and of research work therein, and by making the results of such study and research available to practitioners and the general public.

To promote advances in diagnostic, treatment and care of patients with respiratory disease and sleep disorders.

To promote education and training programmes to ensure competence to practice.

To publish a journal and communications as the Association may think appropriate to promote the objectives of the Charity.

To represent the interest of practitioners at national level.

ACHIEVEMENTS AND PERFORMANCE

The trustees are delighted to report that membership has increased to 816 in 2016-2017. This increase was part due to ongoing promotional efforts and raising awareness of the profile of the ARTP and good conference attendance.

Significant activities

35 candidates undertook the practitioner exams in 2016-2017. Total registered candidates are 45.

The ARTP education committee has successfully run 8 courses in 2016-2017; the attendance for the course was 131 delegates. The education committee are running more courses across the UK, ensuring that delegates can access courses more easily. The ARTP education committee have completed several certificates of competence. These include; Sleep overnight pulse oximetry certificate, which has been successfully launched with 33 registered and 16 candidates successfully completing. The Blood gas certificate of competence now has 134 candidates registered and 85 have successfully completed. Spirometry certification in 2016-2017 financial year saw 828 candidates undertake Spirometry training with an ARTP Spirometry certificate.

The 2017 conference in Belfast was a huge success with strong attendance. There was an increase in the number of charity and patient representative stands.

The ARTP brand has been updated.

Investment performance

The accounts show that ARTP has generated a surplus in the year of £41,517. This surplus will be reinvested in education course content. The ARTP are also looking to upgrading the website and other critical infrastructure to secure the long term success and engagement of the ARTP. The ARTP board and council have generated ideas on how any surplus could be utilised in the future. These include, research projects, additional bursaries to name but a few.

FINANCIAL REVIEW

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.

Reserves

The Statement of Financial Activities show a net income resources of a revenue nature of £41,517 (prior year £25,979).

The total reserves at the yearend stand at £398,970, (prior year £357,453).

Free unrestricted liquid reserves amounted to £394,779. (prior year £355,978).

Going concern

The overall reserves of the charity have increased to £398,970 still leaving it in a strong position to continue to pursue its objectives for the foreseeable future. The policy of the Trustees is that reserves will be maintained at or above the previous 12 months expenses.

The Association for Respiratory Technology and Physiology
Report of the Trustees Continued
For the year ended 31 March 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company is limited by guarantee and therefore has no share capital.

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

Name, registered office and constitution of the charity:

The full name of the charity is The Association for Respiratory Technology and Physiology. The charity is also known by the name ARTP.

The legal registration details are:-

Date of incorporation	3 November 2006
Company Registration Number	5987719
The Registered Office is	Unit E1 City Wharf Davidson Road Lichfield Staffs WS14 9DZ
Charity Registration number	1117470
The telephone number is	0845 226 3068

Recruitment and appointment of trustees

No Trustees received emoluments during the year

The average number of trustees during the year	2017	2016
	9	9

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	The Association for Respiratory Technology and Physiology
Charity registration number	1117470
Company registration number	05987719
Principal address	C/O EBS Ltd City Wharf Unit E1 Davidson Road Lichfield Staffs WS14 9DZ
Registered address	City Wharf Unit E1 Davidson Road Lichfield Staffs WS14 9DZ

The Association for Respiratory Technology and Physiology
Report of the Trustees Continued
For the year ended 31 March 2017

Trustees

The trustees and officers serving during the year and since the year end were as follows:

K Sylvester - Chairman
E Spence - Treasurer
(: 19 January 2017)
T Fleming
M Hubbocks
K Hutchinson
R Baldwin
(: 01 November 2016)
M Bucknall
J Hull
J Cooper
M H Lang - Treasurer
R Harwood

Secretary

T Fleming

Independent examiners

Marie Hartwell
DAAL Accounting Services
Elite House 410 Birmingham Road
Wylde Green
Sutton Coldfield
B72 1YJ

Bankers

Santander
PO Box 10102
21 Prescott Street
London
E1 8TN

Approved by the Board of Trustees and signed on its behalf by


.....
M H Lang - Treasurer

04 October 2017

The Association for Respiratory Technology and Physiology
Independent Examiners Report to the Trustees
For the year ended 31 March 2017

I report on the accounts of the charitable company for the year ended 31 March 2017, which comprise the Statement of Financial Activities, the Statement of Financial Position and the related notes.

Respective responsibilities of trustees and examiner

The Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charitable company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Marie Hartwell
DAAL Accounting Services
Elite House 410 Birmingham Road
Wylde Green
Sutton Coldfield
B72 1YJ

03 October 2017

The Association for Respiratory Technology and Physiology
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 March 2017

	Notes	Unrestricted funds	Restricted funds	2017	2016
		£	£	£	£
Income and endowments from:					
Charitable activities	2	437,650	5,000	442,650	411,795
Investments	4	728	-	728	461
Total		438,378	5,000	443,378	412,256
Expenditure on:					
Charitable activities	5/6				
General		(399,577)	(2,284)	(401,861)	(386,277)
Total		(399,577)	(2,284)	(401,861)	(386,277)
Net income		38,801	2,716	41,517	25,979
Reconciliation of funds					
Total funds brought forward		355,978	1,475	357,453	331,474
Total funds carried forward		394,779	4,191	398,970	357,453

The Association for Respiratory Technology and Physiology
Statement of Financial Position
As at 31 March 2017


	Notes	2017 £	2016 £
Current assets			
Stocks	11	3,865	3,248
Debtors	12	56,719	63,331
Cash at bank and in hand		363,742	414,809
		424,326	481,388
Creditors: amounts falling due within one year	13	(25,356)	(123,935)
Net current assets		398,970	357,453
Total assets less current liabilities		398,970	357,453
Net assets		398,970	357,453
The funds of the charity			
Restricted income funds	14	4,191	1,475
Unrestricted income funds	14	394,779	355,978
Total funds		398,970	357,453

For the year ended 31 March 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statement were approved and authorised for issue by the Board and signed on its behalf by:


K Sylvester - Chairman
Trustee

04 October 2017

The Association for Respiratory Technology and Physiology
Notes to the Financial Statements
For the year ended 31 March 2017

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and 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 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

The Association for Respiratory Technology and Physiology meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Going concern

The overall reserves of the charity have increased to £398,974 still leaving it in a strong position to continue to pursue its objectives for the foreseeable future. The policy of the Trustees is that reserves will be maintained at or above the previous 12 months expenses.

Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure:

Stocks and work in progress

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow moving items. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2. Income from charitable activities

	Unrestricted funds	Restricted funds	2017	2016
	£	£	£	£
General	437,650	5,000	442,650	411,184
Other	-	-	-	611
	437,650	5,000	442,650	411,795

4. Investment income

	2017	2016
	£	£
Unrestricted funds		
Bank interest receivable	728	461
	728	461

The Association for Respiratory Technology and Physiology
Notes to the Financial Statements Continued
For the year ended 31 March 2017

5. Costs of charitable activities by fund type

	Unrestricted funds	Restricted funds	2017	2016
	£	£	£	£
General	391,985	2,284	394,269	380,958
Support costs	7,592	-	7,592	5,319
	399,577	2,284	401,861	386,277

6. Costs of charitable activities by activity type

	2017	2016
	£	£
Activities undertaken directly		
General	394,269	380,958

7. Analysis of support costs

	2017	2016
	£	£
Governance costs	7,592	5,319

8. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2017	2016
	£	£
Accountancy fees	1,980	1,980
Auditor's fees	660	660

The Association for Respiratory Technology and Physiology
Notes to the Financial Statements Continued
For the year ended 31 March 2017

10. Comparative for the Statement of Financial Activities

	Unrestricted funds	Restricted funds	2016
	£	£	£
Income and endowments from:			
Charitable activities	411,795	-	411,795
Investments	461	-	461
Total	412,256	-	412,256
Expenditure on:			
Charitable activities	(386,177)	(100)	(386,277)
Total	(386,177)	(100)	(386,277)
Net income/expenditure	26,079	(100)	25,979
Reconciliation of funds			
Total funds brought forward	329,899	1,575	331,474
Total funds carried forward	355,978	1,475	357,453

11. Stocks and work in progress

	2017	2016
	£	£
Stocks	3,865	3,248
	3,865	3,248

12. Debtors

	2017	2016
	£	£
Amounts due within one year:		
Trade debtors	56,719	49,666
Prepayments and accrued income	-	13,665
	56,719	63,331

13. Creditors: amounts falling due within one year

	2017	2016
	£	£
Trade creditors	17,872	119,142
Other creditors	4,818	2,140
Accruals and deferred income	2,666	2,653
	25,356	123,935

The Association for Respiratory Technology and Physiology
Notes to the Financial Statements Continued
For the year ended 31 March 2017

14. Movement in funds

Unrestricted Funds

	Balance at 01/04/2016 £	Incoming resources £	Outgoing resources £	Balance at 31/03/2017 £
General	355,978	438,378	(399,577)	394,779
	355,978	438,378	(399,577)	394,779

Unrestricted Funds - Previous year

	Balance at 01/04/2015 £	Incoming resources £	Outgoing resources £	Balance at 31/03/2016 £
General	329,899	412,256	(386,177)	355,978
	329,899	412,256	(386,177)	355,978

Restricted Funds

	Balance at 01/04/2016 £	Incoming resources £	Outgoing resources £	Balance at 31/03/2017 £
Educational Bursary	-	5,000	(2,084)	2,916
Lyn Davies	1,475	-	(200)	1,275
	1,475	5,000	(2,284)	4,191

Restricted Funds - Previous year

	Balance at 01/04/2015 £	Incoming resources £	Outgoing resources £	Balance at 31/03/2016 £
Lyn Davies	1,575	-	(100)	1,475
	1,575	-	(100)	1,475

15. Analysis of net assets between funds

	Intangible fixed assets £	Tangible fixed assets £	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds				
General	-	-	398,970	398,970
	-	-	398,970	398,970

The Association for Respiratory Technology and Physiology
Notes to the Financial Statements Continued
For the year ended 31 March 2017

Previous year

	Intangible fixed assets	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£	£
Unrestricted funds				
General	-	-	357,453	357,453
	-	-	357,453	357,453

16. Company limited by guarantee

The Association for Respiratory Technology and Physiology is a company limited by guarantee and accordingly does not have a share capital.