



British Association for  
Hidradenitis Suppurativa

## Trustees Annual Report

Year ended 4<sup>th</sup> April 2012

Charity No: 1128167  
SC041828

## **Contents**

Page 2.	Reference and administrative information.
Page 3.	Structure, Governance and Management
Page 3.	Risk Management
Page 4.	Charitable objectives and activities for public benefit
Page 4.	Volunteers
Page 5.	Financial review
Page 6.	Remuneration
Page 6.	Auditing

## **Reference and administrative Information**

### **Trustees**

Mrs Tara Burton (Chair of trustees)

Mr James Burton

Mrs Pat Allen

Mrs Jennifer Cooper

Miss Kerry Campbell

### **Medical Advisors**

Dr Nemesha Desai (Consultant Dermatologist)

Debbie Brown (Medical Dermatology Clinical Nurse Specialist)

Dr Alun Evans (Consultant Dermatologist)

### **Registered Address**

PO Box 550

Chatham

Kent

ME4 9AH

**Registered Charity Number: 1128167, and Scotland SC041828**

### **Bankers Address**

Co-operative Bank

26 Military Road

Chatham

ME4 4JX

### **Report of the trustees for the year ended 4<sup>th</sup> April 2011**

The trustees present their annual report and financial statements of the charity for the year ended 4<sup>th</sup> April 2012. The financial statements and reports have been prepared in accordance with the charity's trust deed, the Charities Act 1993 and the Statement Of Recommended Practice (SORP) 2005.

## **Structure, Governance and Management**

The Charity is registered with England and Wales, number 1128167, and also Scotland SC041828 and is constituted by Trust Deed dated 19<sup>th</sup> September 2007. Formed by a sufferer of Hidradenitis Suppurativa and family in early 2007, the charity actively fundraises in order to fund its charitable purposes of raising awareness, education and support for the chronic skin disorder Hidradenitis Suppurativa.

New trustees are appointed by the existing trustees, and may serve until such time when they resign, or are evicted from the board of trustees. In accordance with the trust deed dated 19<sup>th</sup> September 2007, there must be a minimum of 3 trustees serving the charity at any one time.

On appointment, a new trustee is required to sign a declaration, confirming their eligibility to become a trustee, and is presented with an induction pack containing the charity's trust deed, conflict of interest policy, trustee expenses policy, harassment policy, statement of accounts, and the Charity Commission publication; The Essential Trustee: What you need to know.

The trustees all give their time freely and voluntarily, receiving no salaries. Details of trustee remunerations are included in the statement of accounts. All trustees are required to disclose any conflict of interest in accordance with charity policy, and are excluded from decisions when such interest arises.

The British Association for Hidradenitis Suppurativa are regulated members of both the Fundraising Standards Board and the Institute of Fundraising, and are committed to best practice in fundraising. We promise to always be honest, open and accountable in our fundraising, helping supporters to give with confidence. For more information, visit [www.givewithconfidence.org.uk](http://www.givewithconfidence.org.uk).

## **Risk Management**

The Charity continues to assess the current risks to which the charity is exposed, and has established systems and procedures to manage those risks.

Through the risk management process, the trustees are satisfied that all risks identified have been adequately mitigated where necessary, and reasonable steps have been taken to manage such risks in the future.

## **Charitable objectives and activities for public benefit**

The objects of the charity are to advance the education and awareness of Hidradenitis Suppurativa, to both the general public and the general medical profession. The charity will also be compiling a grant making policy for the purpose of funding research into treatment and cure at such time when sufficient funds allow funding to take place. The trustees confirm that they have referred to guidance provided by the Charity Commission in regards to public benefit.

In order to help achieve our charitable objectives, the charity has actively promoted the awareness of Hidradenitis Suppurativa by;

- Producing and providing literature in hard copy to Dermatologist departments, general practitioners and patients.
- Providing up-to-date information and research resources by electronic means via the charity website.
- Actively promoting awareness of Hidradenitis Suppurativa through the public media.
- Producing and selling charity branded awareness products via the charity website.
- Promoting the charity's Blue Ribbon Awareness Campaign.

All charitable objectives and activities are in place to ultimately benefit the sufferers of this chronic skin disorder.

## **Volunteers**

The British Association for Hidradenitis Suppurativa would like to thank the fundraisers and volunteers for their time and efforts, helping to raise the vital funds required in order to achieve our charitable objectives. In particular Jill Mackey for completing the Bupa Great South Run which raised £226. Congratulations to James Burton, Ray Lawrence and Rob Jackson for completing the Asics 10K Great London Run, raising further funds.

During 2012, we will continue to implement new policies for volunteers, in order to offer specific volunteering opportunities to the general public. n

## Financial review

	<b>Unrestricted Funds (1)</b>	<b>Restricted Funds (2)</b>	<b>Total 2010/11</b>	<b>Total 2011/12</b>
<b>Incoming Resources</b>				
Private Donations	783.97	-	461.22	783.97
Sales of Goods	207.86	-	429.93	207.86
Event income	1124.27	-	3950.31	1124.27
Interest	3.49	-	1.60	3.49
Refunds	0.00	-	87.99	0.00
<b>Total Income</b>	<b>2119.59</b>	<b>-</b>	<b>4931.05</b>	<b>2119.59</b>
<b>Resources Expended</b>				
Fees and subscription	729.14	-	587.24	729.14
Office Expenses	466.50	-	647.83	466.50
Awareness and Pubs	310.00	-	805.15	310.00
Postage	208.15	-	1080.21	208.15
Event Costs	914.68	-	548.92	914.68
Governance Costs	1165.99	-	1071.11	1165.99
<b>Total Expenses</b>	<b>3794.46</b>	<b>-</b>	<b>4740.46</b>	<b>3794.46</b>
<b>Surplus/(deficit) for yr</b>	<b>-1674.87</b>	<b>-</b>	<b>190.59</b>	<b>-1674.87</b>
<b>Funds Brought Forward</b>	<b>3653.18</b>	<b>-</b>	<b>3462.59</b>	<b>3653.18</b>
<b>Total Carried Forward</b>	<b>1978.31</b>	<b>-</b>	<b>3653.18</b>	<b>1978.31</b>

### Notes

- (1) **Unrestricted Funds** – These are funds that may be spent at the discretion of the trustees in furtherance of the objects of the charity.
- (2) **Restricted Funds** – These funds can only be used for the purposes for which they are given, or nominated by the donor(s). Restricted funds can be of two types: restricted income funds which must be spent to further some particular object of the charity; or restricted capital funds, where the assets must be invested or retained for actual use. The Charity currently has no restricted funds.

### **Trustee Remuneration and Governance costs**

Remuneration was given to 3 trustees to cover travel expenses amounting to £677.14 for the year. There were also payments totalling £463.85 which were for hotel stays for Official meetings held throughout the year. No trustee or other person related to the charity had any interest in any contract or transaction entered into by the charity for the year 2011/12.

### **Taxation**

As a registered charity, the British Association for Hidradenitis Suppurativa is exempt from taxation of income in accordance with sections 521 to 536 Income Tax Act 2007 (ITA 2007) to the extent that these are applied to its charitable objectives.

### **Accounts Auditing**

In accordance with The Charities (Accounts and Reports) Regulations 2008, the British Association for Hidradenitis Suppurativa are not required to submit accounts for independent auditing. However due to the Scottish registration of the charity we are obliged to undergo an independent examination.

The trustees are responsible for keeping accountable records which disclose with reasonable accuracy the financial position of the charity and enable them to ascertain to ensure that the financial statements comply with the Charities Act 1993, The Charities (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity, and to take reasonable steps for the detection and prevention of fraud and other irregularities.

Approved by the trustees on the 19 April 2012 and signed on their behalf by:

T M Burton  
Chair of Trustees