

BRITTLE BONE SOCIETY
FINANCIAL STATEMENTS
31 MARCH 2016

Charity Numbers

England 272100
Scotland SCO10951

BIRD SIMPSON & CO
Chartered Accountants & Statutory Auditor
144 Nethergate
Dundee
DD1 4EB

BRITTLE BONE SOCIETY
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

CONTENTS	PAGE
Members of the Board and professional advisers	1
Trustees' Annual Report	2
Independent auditor's report to the trustees	9
Statement of financial activities	11
Income and expenditure account	12
Balance sheet	13
Notes to the financial statements	14
Detailed statement of financial activities	21

BRITTLE BONE SOCIETY

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Brittle Bone Society
Charity numbers	272100 (England) SCO10951 (Scotland)
Principal office	Grant Paterson House 30 Guthrie Street Dundee DD1 5BS
Trustees	Elaine Healey (Chairman) John Phillips (Vice Chair) Robert Gordon (Treasurer) Mirrick Koh (Secretary) Prof F Ahmed (Appointed 12 September 2015) Prof N Bishop (Appointed 12 September 2015) Jacky Boyd (Retired 12 September 2015) Helen Chappell Yvonne Grant Simon McKeown (Retired 12 September 2015) Andrew Mills Samantha Renke (Retired 12 September 2015) Harry Venet
Chief executive officer	Patricia Osborne
Auditor	Bird Simpson & Co Chartered Accountants & Statutory Auditor 144 Nethergate Dundee DD1 4EB
Bankers	Royal Bank of Scotland 3 High Street Dundee DD1 9LY
Legal status	Unincorporated Charity registered with The Charity Commission in England & Wales under Charity number 272100 and the Office of the Scottish Charity Regulator in Scotland under Charity number SCO10951.

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2016

The trustees present their report and the financial statements of the charity for the year ended 31 March 2016.

The financial statements have been prepared in accordance with the policies set out in Note 1 to the accounts and comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Charities Act 2011 and Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard for Smaller Entities published on 16th July, 2014 (Charities SORP – FRSSE).

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Elaine Healey
John Phillips
Robert Gordon
Mirrick Koh
Helen Chappell
Yvonne Grant
Andrew Mills
Harry Venet

Prof F Ahmed (Appointed 12 September 2015)
Prof N Bishop (Appointed 12 September 2015)

Jacky Boyd (Retired 12 September 2015)
Simon McKeown (Retired 12 September 2015)
Samantha Renke (Retired 12 September 2015)

STRUCTURE, GOVERNANCE AND MANAGEMENT

As the Charity is active throughout the United Kingdom it is registered with both the Charity Commission and the Office of the Scottish Charity Regulator. It is unincorporated and governed by its constitution.

MEMBERSHIP

Membership of the Charity is open to individuals over the age of 18 years and organisations who are interested in furthering the work of the Charity and who have paid the appropriate annual subscription.

DATA PROTECTION & DISCLOSURES

The Charity continues to adhere to Data Protection principles. The Charity has ensured all Trustees and key staff have completed child protection training and are complying fully with all CRBS checks (now being replaced with PVG Scheme), and includes self declaration forms for any volunteers or back office personnel.

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31 MARCH 2016

ADMINISTRATION

The Trustees administer and manage the Charity and employ a Chief Executive Officer to manage the day-to-day operations. Whilst the Chief Executive Officer is normally in attendance at the meetings of the Trustees, she has no voting rights, her participation being on an ex-officio basis.

MEETINGS

The Trustees meet at least three or more times per year depending on the business to be considered. Decisions are made based on motions, duly proposed and seconded, either at the meeting or resolutions in writing. Motions are carried on a simple majority of the Trustees attending and voting. This is subject to the constitutional requirement that a minimum of five Trustees must be present at any meeting. In addition the Chair, Vice Chair, Secretary and Treasurer together with the Chief Executive Officer prepare regular reports for the Trustees. Additionally the CEO regularly emails and discusses and consults with the Chairman, Secretary and Treasurer on operational matters.

TRUSTEES

On election or adoption Trustees are supplied with the relevant publications from the Charity Commission and the Office of the Scottish Charity Regulator. The Charity supplies full job descriptions for Trustees and office bearers, copies of the constitution and other policy documents relevant to the governance of the Charity.

Trustees are encouraged to contact the appropriate regulator or, if necessary, other sources of information should they have any enquiries.

Trustees are also required to sign a Declaration Form confirming that they are not in any way legally disqualified from serving.

While the Trustees consider external and internal risks to the Charity on an ad hoc basis, they have conducted a review focusing on the major risks to which the Charity is exposed and the systems that are required to mitigate those risks. There is, however, knowledge of the significant external risks to funding and the Charity will continue to seek opportunities, which will allow for the diversification of funding and activities.

Internal risks are minimised by the established procedures for authorisation of transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

The law firm Jones Day, of which Trustee John Phillips is Partner in Charge continues to provide pro-bono legal advice across a number of areas including advice on litigation, IT and other contractual matters, data protection and employment Law. The London office of Jones Day is regularly used by Charity staff and Trustees for meetings on both internal matters and funding presentations. This allows the Charity to apply to its charitable objectives, funds that would otherwise be spent on legal fees or room hire and so increases the proportion of every donation that directly assists those with OI.

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31 MARCH 2016

In March 2015 the Trustee Board proposed Mirrick Koh, Trustee, to the position of Secretary to the Board. John Phillips duly agreed to the proposal to take up the vacancy of Vice Chair, a post not filled since 2012. It was also agreed that invitations to join the Board be extended to chairman of the Medical Advisory Board Professor Nick Bishop and to Professor Faisal Ahmed. This was accepted by both professors with the proviso they are both also attached to other charities and must be aware of and avoid conflicts of interests at those charities. These posts were confirmed by members at the AGM in September 2015.

As at May 2016, there were 10 Trustees serving on the Trustee Board.

Chairman Elaine Healey was re-elected at the September 2015 AGM and other Trustees elected were Yvonne Grant and Helen Chappell.

STRATEGIC PLANNING

Trustees agreed the current Strategic Plan (2016 - 2018) and associated Fundraising and Communications Strategy at the November 2015 Trustee meeting.

We are one full time employee down for this financial period (Fundraising Officer). We are still evaluating and reviewing our overall HR and resourcing requirements to make best use of all skill sets available.

OBJECTIVES AND ACTIVITIES

The objectives of the Charity are to advance research into the causes, inheritance and management of Osteogenesis Imperfecta and similar disorders, to publish the useful results of such research and to relieve persons from such disorders.

Support

The provision of advice, support and financial assistance remains key in our objectives. Contact for members to our support is provided initially at the point of contact by our Support Development Officer.

Communications

The rise in communications via social media continues to necessitate the need to regularly review the way staff respond to enquiries. A Communications Officer was recruited April 2015. The Charity's first "E-Zine" was launched in February 2015 and to date 9 have been distributed to 1,088 people each month. All social media outlets e.g. Twitter, Facebook etc. require regular upkeep, monitoring and maintenance managed by the Communications Officer.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2016

Events and Projects

The Charity seeks part-funding for its most expensive event (the annual AGM and conference) and in this financial year gained financial support from Shared Care and Better Breaks. This was to support Scottish carers to attend conference. Funding also received from Hospital Saturday Fund towards professional child care staff for our Conference crèche. The Charity did consider altering their programme of activity to move their Annual Conference Event to a bi-ennial event to save on rising costs associated. This was rejected by members at Conference 2015. It was agreed to seek out corporate funding to address the shortfall and cost to the Charity.

Patient Day Events run with local Hospital staff were launched in February 2015 funded by Awards for All for Scotland and funding for English events was received from the Goldsmiths Foundation and we held 2 successful events in Scotland, 1 in Northern Ireland, 1 in the Republic of Ireland and 2 in England, averaging 70 members at each event.

The Youth Event called VOICE was held in London and comprised our charity taking part in the OIFE youth event to welcome youth delegates from Europe. This was attended by 50 delegates - 25 from the UK and 25 from Europe - maintaining a theme on independent living.

Cool Bones Project for 11-15 year olds commenced in 2014. The Charity continues to receive funding from BBC Children in Need to fund this.

Volunteers

Outside of the head office the Charity relies on volunteers throughout the UK to help raise funds and provide peer support for others affected by Osteogenesis Imperfecta. The Charity continues to support local University internships.

Publicity and Awareness

The Charity endeavours to raise awareness of rare bone diseases. We engaged our charity patron Ms Jordanne Whiley MBE and enlisted support from international film star Mr Brian Cox who narrated a BBC Radio 4 Appeal. Young member Cameron Allan helped promote children's charity appeal BBC Children in Need - highlighting his journey of living with OI on the BBC TV programme Countryfile reaching an estimated 8 million viewers.

Research and Policy

The Charity continues to increase involvement in research areas relevant to the circumstances relating to Osteogenesis Imperfecta guided by the Medical Advisory Board and by promoting National Institute of Health Research (NIHR) and wider research work to membership. Involvement in the RUDY Project which is a study of rare diseases concerning bones, joints and blood vessels, which has the full support of our Medical Advisory Board and which has been widely supported by general membership. With some further amendments yet to agree to finalise the Charity has constructed its first 'Research Strategy document - with the intent to join the AMRC (Association of Medical Research Charities) in 2016. The Charity has stepped up its involvement considerably in discussions and participation in various important new trials and studies.

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31 MARCH 2016

ACHIEVEMENTS AND PERFORMANCE

Financial Review

The financial statements show that the charity produced a surplus of £116,749 in the year (2015 deficit £8,498). Income increased dramatically to £492,342, mainly due to the generous legacy income that was received during the year. This is a very welcome boost to the charity finances. The income has allowed for increased expenditure on charitable activities, whilst administration and overhead costs have remained well controlled.

The practice of fundraising to co-fund equipment or services continues. There continues to be an increased emphasis on seeking out applications for financial income to fund events, and so spread the reach of services offered by the Charity Branches and Support Groups.

Long term fundraisers (Longridge Branch) continue to raise funds of significant proportions.

Expenditure

Applications for financial support for wheelchairs and equipment must be made in writing and be supported by a relevant professional, generally an occupational therapist, and full details on the specification, cost and supplier of any equipment. The Charity operates an application system which is summarised regularly back into the Trustee Board (maintaining and protecting personal details and identities). The Charity provides assistance to enable people to attend our conference events.

Subscriptions and Third Party Affiliations

The Charity is a member of a number of relevant organisations which can be found on our website including Genetic Alliance and EURORDIS, SCVO and NIRDP. At this time our UK Charity is unable to join the NCVO as we do not currently have a registered address in England, despite having an English Charity Registration number listed with the Charity Commission. The Charity continues upkeep of relevant membership of pressure group committees and organisations to make sure their comment and contributions are noted in important matters like the UK Rare Disease Plan and changes to national health policy.

The Charity continues to maintain relations with OIF (Osteogenesis Imperfecta Foundation) in USA and OIFE (Osteogenesis Imperfecta Federation Europe) maintaining and building links at home and abroad.

Income

There is a wide mix of potential funding sources and the best way of securing funds is judged on a case-by-case basis. This may include applications to major trusts, local trusts, and companies, and in many cases contributions from specific events or individuals.

In this financial year the Charity benefitted from a generous legacy donation of £202k. We agreed to use some funds to support our Charity Patron with a small sponsorship fee; further we agreed to address outstanding facility and maintenance matters at our Headquarters that had been long overlooked and neglected due to prioritising our funds. We installed a new phone system and approved a number of outstanding IT upgrades. A portion of funds was set aside for staff training and welfare. A fund of £30k was agreed to help launch the charity's hopes to become more acutely involved and part of relevant Research and further prompted our decision to formalise our involvement in research by joining with the AMRC. A further designation of £30k was agreed by Trustees to go into our Wheelchair General Fund.

BRITTLE BONE SOCIETY
TRUSTEES' ANNUAL REPORT *(continued)*
YEAR ENDED 31 MARCH 2016

Fundraising

The Charity continues to support uptake of race places nationally, fundraising dinners and events of small, medium and large scale. From "can" collections to gala balls, the Charity supports long-term supporters and encourages new fundraisers.

Sponsorship

The Charity continues to invite suitable and relevant sponsors (e.g. wheelchair manufacturers) to our smaller and main annual Conference to help provide an array of information and also help pay towards Conference costs.

Banking

There were no changes to any of our banking arrangements.

Going Concern

The level of unrestricted funds is greater than required in the reserves policy set by the Trustees and consequently, the Trustees have a reasonable expectation that the Charity will continue in operational existence for the immediate foreseeable future and have therefore, used the going concern basis in preparing the financial statements.

PLANS FOR FUTURE PERIODS

The Charity has begun an important project to scope a proposal to call for an Adult OI commissioned service. This involves close co-operation with NHS healthcare professionals and full consultation undertaken by the Charity with wider membership to help construct a winning application.

The Charity is planning to launch both a general fundraising drive - featuring the high costs of wheelchairs and other equipment to help front this new fundraising campaign and a legacy project to raise funds and awareness.

In line with our hopes to join the AMRC and reflecting the wishes of members to be more greatly involved in research the Charity has engaged in an increased number of important studies and potential trials into new therapies and treatments. This includes not only the OI community but extends to others in the more rare bone group areas (HPP).

The BBS hope to gain funding to pay for new hospital packs of information to be delivered to children in hospitals.

BRITTLE BONE SOCIETY

TRUSTEES' ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2016

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England, Wales and Scotland requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Charities Act 2011 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

AUDITOR

Bird Simpson & Co have been re-appointed as auditor for the ensuing year.

Signed on behalf of the trustees



.....
Elaine Healey
Trustee

Grant Paterson House
30 Guthrie Street
Dundee
DD1 5BS

Dated 25th June 2016

BRITTLE BONE SOCIETY
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
BRITTLE BONE SOCIETY
YEAR ENDED 31 MARCH 2016

We have audited the financial statements of Brittle Bone Society for the year ended 31 March 2016 which comprise the Statement of Financial Activities, Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Accounting and Reporting by Charities; Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th July, 2014 (Charities SORP – FRSSE).

This report is made solely to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under section 144 of the Charities Act 2011 and regulations made under those Acts. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

As explained more fully in the Trustees' Annual Report, the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under section 144 of the Charities Act 2011 and report in accordance with regulations made under those Acts. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors, including "APB Ethical Standard - Provisions Available for Small Entities (Revised).

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

BRITTLE BONE SOCIETY

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF BRITTLE BONE SOCIETY *(continued)*

YEAR ENDED 31 MARCH 2016

OPINION ON FINANCIAL STATEMENTS

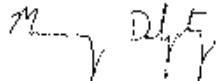
In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2016 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005, regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Charities Accounts (Scotland) Regulations 2006 (as amended) and Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



.....
Murray Dalgety (Senior Statutory Auditor)
BIRD SIMPSON & CO
Chartered Accountants
& Statutory Auditor
144 Nethergate
Dundee
DD1 4EB

Dated 28th June, 2016

Bird Simpson & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

BRITTLE BONE SOCIETY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2016

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	304,329	114,267	418,596	236,801
Activities for generating funds	3	60,950	11,678	72,628	77,929
Investment income	4	1,118	–	1,118	681
TOTAL INCOMING RESOURCES		<u>366,397</u>	<u>125,945</u>	<u>492,342</u>	<u>315,411</u>
RESOURCES EXPENDED					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	5	(90,973)	–	(90,973)	(86,369)
Charitable activities	6/7	(93,370)	(191,250)	(284,620)	(237,540)
TOTAL RESOURCES EXPENDED		<u>(184,343)</u>	<u>(191,250)</u>	<u>(375,593)</u>	<u>(323,909)</u>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
Transfer between funds	9 10	182,054 (21,913)	(65,305) 21,913	116,749 –	(8,498) –
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR		160,141	(43,392)	116,749	(8,498)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>204,003</u>	<u>120,341</u>	<u>324,344</u>	<u>332,842</u>
TOTAL FUNDS CARRIED FORWARD		<u>364,144</u>	<u>76,949</u>	<u>441,093</u>	<u>324,344</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 14 to 24 form part of these financial statements.

BRITTLE BONE SOCIETY
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 MARCH 2016

	Note	2016 £	2015 £
INCOME		491,224	314,730
TOTAL INCOME		<u>491,224</u>	<u>314,730</u>
TOTAL EXPENDITURE		<u>(375,593)</u>	<u>(323,909)</u>
OPERATING SURPLUS/(DEFICIENCY)	9	<u>115,631</u>	<u>(9,179)</u>
OTHER INCOME			
Interest receivable and similar income	4	1,118	681
SURPLUS/(DEFICIT) FOR THE YEAR		<u><u>116,749</u></u>	<u><u>(8,498)</u></u>

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 14 to 24 form part of these financial statements.

BRITTLE BONE SOCIETY

BALANCE SHEET

31 MARCH 2016

	Note	2016 £	2015 £
FIXED ASSETS			
Tangible assets	12	68,344	68,182
CURRENT ASSETS			
Debtors	13	7,251	7,846
Cash at bank and in hand		<u>393,806</u>	<u>257,101</u>
		401,057	264,947
CREDITORS: Amounts falling due within one year	14	<u>(28,308)</u>	<u>(8,785)</u>
NET CURRENT ASSETS		372,749	256,162
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>441,093</u>	<u>324,344</u>
FUNDS			
Restricted income funds	15	76,949	120,341
Unrestricted income funds	16	<u>364,144</u>	<u>204,003</u>
TOTAL FUNDS		<u>441,093</u>	<u>324,344</u>

These financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

These financial statements were approved by the members of the committee and authorised for issue on the 25th June, 2016 and are signed on their behalf by:



.....
Elaine Healey
Trustee

The notes on pages 14 to 24 form part of these financial statements.

BRITTLE BONE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Charities Act 2011 and with the requirements of Accounting and Reporting by Charities; Charities SORP (FRSSE).

Incoming Resources

All income is recognised when the conditions for receipt have been met, and there is a reasonable assurance of receipt. In particular, the following policies are used:

Donations and legacies are included in the year in which they are receivable, which is when the Charity becomes entitled to the resource with reasonable certainty and it can be measured reliably.

Donations and legacies received for general purposes of the Charity are included as unrestricted funds. Donations and legacies for activities restricted by the terms of the donation are taken to restricted funds where these wishes are legally binding on the Trustees.

Grants are credited in the year to which they relate. Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Branch receipts are recorded in the Income and Expenditure Account on an accruals basis.

Investment income and bank interest is included in the year in which it is receivable. Non-monetary gifts and donated services and facilities are not incorporated into these financial statements. When received these amounts are disclosed as a note in the accounts.

Resources Expended

All expenditure is included on an accruals basis. The Charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT. The allocation of expenditure follows the policies below:

Costs of generating voluntary income consist of the costs incurred in inducing others to make gifts to the Charity that are voluntary income.

Costs allocated to fundraising and trading are those costs incurred on non-charitable activities undertaken to generate funds for use by the Charity.

Investment management costs are the costs of administering the investments held. Costs of charitable activity comprise all the resources applied by the Charity in undertaking its work to meet its charitable objectives. Administration costs, which support the charitable activities, are allocated across the core activities to reflect the estimated staff time spent on each main area.

Governance costs are the costs associated with the governance arrangements of the Charity, which relate to the general running of the Charity as opposed to those costs associated with fundraising or charitable activities. They include the travel and subsistence costs of Trustees attending meetings.

Taxation

The income of the Charity is exempt from charge to tax in accordance with the provisions of the Income and Corporation Taxes Act 1988.

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

Fund Accounting

Funds held by the Charity are held in restricted and unrestricted funds.

Restricted Funds - these are funds that 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.

Unrestricted Funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Where necessary a transfer is made from unrestricted funds to restricted funds to compensate fully all restricted funds which would otherwise be in deficit at the accounting date.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Heritable Property	-	2% per annum
Equipment	-	25% per annum
Computer Software	-	33 1/3% per annum

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Donations				
Donations	64,684	114,267	178,951	203,703
Legacies				
Legacies	216,810	-	216,810	11,000
Grants receivable				
Grants receivable	15,000	-	15,000	15,000
Subscriptions	7,835	-	7,835	7,098
	<u>304,329</u>	<u>114,267</u>	<u>418,596</u>	<u>236,801</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Fundraising events	<u>60,950</u>	<u>11,678</u>	<u>72,628</u>	<u>77,929</u>

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

4. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Bank interest receivable	719	719	681
Exchange rate difference	399	399	-
	<u>1,118</u>	<u>1,118</u>	<u>681</u>

5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Costs of Voluntary Income	64,773	64,773	59,435
Costs of Fundraising Income	26,200	26,200	26,934
	<u>90,973</u>	<u>90,973</u>	<u>86,369</u>

See appendix on page 23 for a detailed breakdown.

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
Charitable Expenses	31,200	-	31,200	12,198
Charitable Activities	54,297	191,250	245,547	216,729
Support costs	7,873	-	7,873	8,613
	<u>93,370</u>	<u>191,250</u>	<u>284,620</u>	<u>237,540</u>

See appendix pages 24 for a detailed breakdown.

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Support costs	Total Funds 2016	Total Funds 2015
	£	£	£	£
Charitable Expenses	31,200	7,873	39,073	20,811
Charitable Activities	245,547	-	245,547	216,729
	<u>276,747</u>	<u>7,873</u>	<u>284,620</u>	<u>237,540</u>

See appendix pages 24 for a detailed breakdown.

8. TRUSTEE EXPENSES

During the year 8 (2015:7) trustees received a total of £2,952 (2015:£2,365) of expenses relating to travel and accommodation costs for attendance at Trustees meetings and other matters in support of the charity.

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

9. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging/(crediting):

	2016	2015
	£	£
Depreciation	6,833	5,084
Auditors' remuneration:		
- audit of the financial statements	4,602	4,602
Exchange (gains)/losses	<u>(399)</u>	<u>804</u>

10. FUND TRANSFERS

The society has a number of restricted funds. Where the expenditure on a fund to date exceeds the income received as of the year end, provision has been made to transfer the required amount from general reserves.

In addition, the society continues to review its restricted funds and a number of smaller funds, where the initial conditions have been fully met, with the donor's permission, have been transferred into unrestricted funds.

11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	113,623	110,914
Social security costs	8,021	7,746
	<u>121,644</u>	<u>118,660</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2016	2015
	No	No
Number of charitable activities staff	2	3
Number of administrative staff	1	1
Number of management staff	1	1
	<u>4</u>	<u>5</u>

No employee received remuneration of more than £60,000 during the year (2015 - Nil).

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

12. TANGIBLE FIXED ASSETS

	Heritable Property £	Office Equipment £	Computer Software £	Total £
COST				
At 1 April 2015	94,595	62,911	30,658	188,164
Additions	–	6,995	–	6,995
At 31 March 2016	<u>94,595</u>	<u>69,906</u>	<u>30,658</u>	<u>195,159</u>
DEPRECIATION				
At 1 April 2015	29,605	62,911	27,466	119,982
Charge for the year	1,892	1,749	3,192	6,833
At 31 March 2016	<u>31,497</u>	<u>64,660</u>	<u>30,658</u>	<u>126,815</u>
NET BOOK VALUE				
At 31 March 2016	<u>63,098</u>	<u>5,246</u>	–	<u>68,344</u>
At 31 March 2015	<u>64,990</u>	–	<u>3,192</u>	<u>68,182</u>

13. DEBTORS

	2016 £	2015 £
Other debtors	<u>7,251</u>	<u>7,846</u>

14. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
Trade creditors	21,232	1,429
Taxation and social security	2,474	2,469
Other creditors	4,602	4,887
	<u>28,308</u>	<u>8,785</u>

BRITTLE BONE SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2016

15. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2015 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2016 £
Restricted Funds	51,039	44,316	(49,794)	(571)	44,990
Restricted Funds - Individuals	63,802	63,416	(103,345)	2,586	26,459
Restricted Funds - Conference	5,500	18,213	(38,111)	19,898	5,500
	<u>120,341</u>	<u>125,945</u>	<u>(191,250)</u>	<u>21,913</u>	<u>76,949</u>

- (a) Restricted Funds are made up of several Funds that have been set aside for a specific purpose, for example, for wheelchair purchases or welfare purposes. There are also Funds that have been restricted to be spent in specific areas.
- (b) Restricted Funds – Individuals are made up of many Funds that are only available to be spent on a specific individuals.
- (c) Restricted Funds – Conference is only available to be spent on the Annual Conference the charity holds.

16. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2015 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2016 £
Heritable Property	64,990	–	(1,892)	–	63,098
Wheelchair fund	–	–	–	30,000	30,000
Research fund	–	–	–	30,000	30,000
General Funds	139,013	366,397	(182,451)	(81,913)	241,046
	<u>204,003</u>	<u>366,397</u>	<u>(184,343)</u>	<u>(21,913)</u>	<u>364,144</u>

- (a) Heritable Property is the cost of the building. These funds are unavailable to spend.
- (b) The Wheelchair Fund is a designated fund, established in 2016 after a large legacy was received. The Trustees have decided to make these funds available to help with the purchase of wheelchairs.
- (c) The Research Fund is a designated fund, established in 2016 after a large legacy was received. The Trustees have decided to make these funds available to help become more acutely involved in and part of relevant research.
- (d) The General Funds are available to be spent for any of the purposes of the charity.

BRITTLE BONE SOCIETY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds:			
Restricted Funds	–	76,949	76,949
Unrestricted Income Funds:			
Designated Funds	63,098	60,000	123,098
General Funds	5,246	235,800	241,046
	<u>68,344</u>	<u>295,800</u>	<u>364,144</u>
Total Funds	<u>68,344</u>	<u>372,749</u>	<u>441,093</u>

18. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year that are required to be disclosed.

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2016

	2016		2015
	£	£	£
INCOMING RESOURCES			
VOLUNTARY INCOME			
Donations	178,951		203,703
Legacies	216,810		11,000
Grants receivable	15,000		15,000
Subscriptions	7,835		7,098
	<u>418,596</u>		<u>236,801</u>
ACTIVITIES FOR GENERATING FUNDS			
Fundraising events	<u>72,628</u>		<u>77,929</u>
INVESTMENT INCOME			
Bank interest receivable	719		681
Exchange rate difference	399		-
	<u>1,118</u>		<u>681</u>
TOTAL INCOMING RESOURCES	<u>492,342</u>		<u>315,411</u>
RESOURCES EXPENDED			
FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS			
Direct fundraising costs	3,862		4,157
Staff costs - Wages & Salaries	56,720		63,065
Staff costs - Employer's NIC	4,480		4,689
Establishment - Rates & Water	738		848
Establishment - Light & heat	2,467		2,614
Establishment - Repairs & maintenance	9,878		676
Establishment - Insurance	1,417		883
Professional - Legal fees	471		825
Office expenses - Telephone	1,512		1,417
Depreciation	3,758		2,796
Stationery	2,399		1,399
Postage	1,352		1,857
Computer expenses	1,919		1,143
	<u>90,973</u>		<u>86,369</u>

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2016

	2016	2015
	£	£
CHARITABLE ACTIVITIES		
Staff costs - Wages & Salaries	56,902	47,849
Staff costs - Employer's NIC	3,542	3,057
Establishment - Rates & Water	604	694
Establishment - Light & heat	2,019	2,139
Establishment - Repairs & maintenance	8,082	553
Establishment - Insurance	1,159	722
Professional - Auditor fees	4,602	4,602
Professional - Legal fees	385	676
Office expenses - Telephone	1,237	1,159
Office expenses - Other	4,723	3,352
Depreciation	3,075	2,288
Stationery	1,963	1,148
Postage	1,106	1,519
Computer expenses	1,570	935
Sponsorship	10,000	-
Costs of trustees' meetings	3,271	3,207
Conference expenses	38,111	41,732
Staff travel	9,183	8,222
Wheelchair purchase	82,116	65,998
Wheelchair repairs	2,926	2,005
Welfare & equipment	35,523	35,962
Newsletters	3,172	3,743
Subscriptions	2,472	959
Support Group costs	6,877	4,215
Foreign currency loss	-	804
	284,620	237,540
 TOTAL RESOURCES EXPENDED	 375,593	 323,909
 NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR	 116,749	 (8,498)

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2016

	2016		2015
	£	£	£
FUNDRAISING TRADING: COST OF GOODS			
SOLD AND OTHER COSTS			
Costs of Voluntary Income			
Staff costs - Wages & Salaries	39,463		43,634
Staff costs - Employer's NIC	3,079		3,171
Establishment - Rates & Water	604		694
Establishment - Light & heat	2,019		2,139
Establishment - Repairs & maintenance	8,082		553
Establishment - Insurance	1,159		722
Professional - Legal fees	385		676
Office expenses - Telephone	1,237		1,159
Depreciation	3,075		2,288
Stationery	2,399		1,399
Postage	1,352		1,857
Computer expenses	1,919		1,143
	<u>64,773</u>		<u>59,435</u>
Costs of Fundraising Income			
Direct fundraising costs	3,862		4,157
Staff costs - Wages & Salaries	17,257		19,431
Staff costs - Employer's NIC	1,401		1,518
Establishment - Rates & Water	134		154
Establishment - Light & heat	448		475
Establishment - Repairs & maintenance	1,796		123
Establishment - Insurance	258		161
Professional - Legal fees	86		149
Office expenses - Telephone	275		258
Depreciation	683		508
	<u>26,200</u>		<u>26,934</u>
	<u><u>90,973</u></u>		<u><u>86,369</u></u>

BRITTLE BONE SOCIETY
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2016

	2016		2015
	£	£	£
CHARITABLE ACTIVITIES			
Charitable Expenses			
<i>Activities undertaken directly</i>			
Establishment - Rates & Water	604		694
Establishment - Light & heat	2,019		2,139
Establishment - Repairs & maintenance	8,082		553
Establishment - Insurance	1,159		722
Professional - Legal fees	385		676
Office expenses - Telephone	1,237		1,159
Office expenses - Other	-		365
Depreciation	3,075		2,288
Stationery	1,963		1,148
Postage	1,106		1,519
Computer expenses	1,570		935
Sponsorship	10,000		-
	<u>31,200</u>		<u>12,198</u>
<i>Support costs</i>			
Professional - Auditor fees	4,602		4,602
Costs of trustees' meetings	3,271		3,207
Foreign currency loss	-		804
	<u>7,873</u>		<u>8,613</u>
	<u>39,073</u>		<u>20,811</u>
Charitable Activities			
<i>Activities undertaken directly</i>			
Staff costs - Wages & Salaries	56,902		47,849
Staff costs - Employer's NIC	3,542		3,057
Office expenses - Other	4,723		2,987
Conference expenses	38,111		41,732
Staff travel	9,183		8,222
Wheelchair purchase	82,116		65,998
Wheelchair repairs	2,926		2,005
Welfare & equipment	35,523		35,962
Newsletters	3,172		3,743
Subscriptions	2,472		959
Support Group costs	6,877		4,215
	<u>245,547</u>		<u>216,729</u>
	<u>284,620</u>		<u>237,540</u>