

COMPANIES HOUSE

952312

THE MEDICAL COUNCIL ON ALCOHOL

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2010

SATURDAY



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23/10/2010
COMPANIES HOUSE

GOLDWYNS

CHARTERED ACCOUNTANTS

13 DAVID MEWS, PORTER STREET
LONDON W1U 6EQ

THE MEDICAL COUNCIL ON ALCOHOL

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THE MEDICAL COUNCIL ON ALCOHOL

REPORT OF THE TRUSTEES AND DIRECTORS FOR THE YEAR ENDED 31 MARCH 2010

The Medical Council on Alcohol is a Registered Charity (Number 265242) and a Company Limited by Guarantee and not having a share capital (Company Registration Number 952312). It is governed by its Memorandum and Articles of Association dated 28 February 1969 under which one-third of the Executive Committee is elected or re-elected at each Annual General Meeting. The Executive Committee appoints the Chairman and two Vice-Chairmen and is also entitled to appoint new Trustees and determine the method of their appointment.

Trustees as at 31 March 2010

President

Sir Michael Marmot

Vice Presidents

Dr M Evans (Resigned 26/11/09)
Dr E B Ritson

Chairman

Professor P W Brunt

Vice Chairman

Dr J Trowell (Resigned 26/11/09)
Prof R Touquet (Appointed 26/11/09)

Executive Committee

Dr A D Beattie
Dr D Fowle
Dr C Gerada
Dr B D Hore
Prof P Howdle (Resigned 26/11/09)
Dr M McCann
Dr R Mayall
Dr E Gilvarry (Appointed 26/11/09)
Dr J Chick (Appointed 17/03/10)

Dr I Murray-Lyon
Dr C Payton
Dr A Thillainayagam
Dr A D Thomson
Dr I Smith (Appointed 26/11/09)
Dr P Jauhar (Resigned 26/11/09)
Dr S Wiseman
Dr A McCune (Appointed 26/11/09)
Dr R A B Young

In attendance

Dr J Chick Journal Chief Editor
Mr J M Harries Honorary Treasurer

Secretary and Medical Director

Dr G E Ratcliffe Medical Director (Resigned 21/05/10)
Dr D Florin Medical Director (Appointed 12/04/10)

Registered Office

5 St Andrew's Place
Regents Park
London
NW1 4LB

Accountants

Goldwyns
Chartered Accountants
13 David Mews
Porter Street
London
W1U 6EQ

Bankers

National Westminster Bank Plc
P O Box 2021
Marylebone & Harley Street Branch
10 Marylebone High Street
London W1A 1FH

Financial Advisers

Brewin Dolphin Securities Ltd
12 Smithfield Street
London
EC1A 9BD

THE MEDICAL COUNCIL ON ALCOHOL

REPORT OF THE TRUSTEES AND DIRECTORS FOR THE YEAR ENDED 31 MARCH 2010

Structure, Governance and Management

Organisation

The Council is governed by the Executive Committee and its subordinate Committees Education and Public Health, Journal, Newsletter There is a network of Regional Advisers associated principally with Medical Schools and Universities, and a membership of about 133 Members of the Executive are Directors under Company Law and Trustees under Charity Law They are listed above Members of the Company guarantee to contribute an amount not exceeding £1 each to the assets of the Company in the event of a winding-up during his membership or within one year of his ceasing to be a member The total of such guarantees at 31 March 2010 was £133 (2009 £225)

Trustee selection methods and Training

The directors of the company are also trustees for the purposes of charity law and under the company's articles are known as members of the Executive Committee Under the requirements of the Memorandum and Articles of Association the members of the Executive Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting The directors retire by rotation and, if eligible, can offer themselves for re-election

Most trustees are already familiar with the practical work of the Charity Additionally, new trustees are encouraged to attend meeting sessions to familiarise themselves with the Charity and the context within which it operates

Objectives and Activities

Objects

The Council was established for "the benefit of the community to provide an organisation of registered medical practitioners with a view to the co-ordination of effort, the better understanding of alcoholism and its prevention and the treatment and after-care of alcoholics"

When planning the activities of the charity the Trustees have had regard to the guidance issued on public benefit by the Charity Commission in December 2008

Relationships with others

The Medical Council on Alcohol has formal Agreements only with the Journal Publisher (Oxford University Press) and the European Society for Biological Research into Alcohol (a charity with similar objects, subject to Belgian National Law, but administered from Vienna)

In pursuance of its charitable objectives The Medical Council on Alcohol co-operates with such bodies as Alcohol Concern, the Health Education Authority, the Addiction Recovery Foundation, and the British Doctors' and Dentists' Group but has no formal relationship with these bodies other than, in the case of Alcohol Concern, mutual membership

The Medical Council on Alcohol became affiliated to the Royal College of Physicians in 2006 this affiliation does not affect the independence of The Medical Council on Alcohol as a Charity

Achievements and Performance

The activities of Council resulted in a deficit of £24,043 (2009 surplus of £7,795) During the year incoming resources were adversely affected by the £10,000 reduction in income from the Robertson Trust The net reduction in total incoming resources amounted to £8,000 Resources expended increased by £30,000, which wholly arises from an incurred cost of £35,000 in the developing and printing of the students' handbook The new edition, entitled "Alcohol and Health – a guide for healthcare professionals", will allow for a wider distribution, to the medical professions in general, than the more limited distribution of its predecessor

Although the printing cost amounted to £35,000 specific donations towards this cost were received from Mimosa and the Cheshire and Wirral NHS Trust (£5,000 each respectively)

THE MEDICAL COUNCIL ON ALCOHOL
REPORT OF THE TRUSTEES AND DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2010

Reserves

The total funds of the Medical Council at 31 March 2010 amount to £259,187 of which £3,214 represents a restricted fund for educational seminars. As indicated last year the Council's principal donation was given for core funding, whilst the Council is actively seeking fresh funding for both core expenditure and charitable projects. It is estimated that the likely level of deficits in the future years could amount to in excess of approximately £40,000 in the absence of such funding being obtained. Consequently, the Council's assets are now held in cash deposits in order to minimise its investment risks.

Statement of Directors' responsibilities

The trustees (who are also directors of The Medical Council on Alcohol for the purposes of Company Law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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 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 financial statements,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In addition the Directors have concluded that the major risk to the Council is that of a reduction in the already insufficient level of external funding. The Executive is pursuing the possibility of raising donations, both core and project based, to overcome this risk.

On behalf of the board



Dr D Florin
Secretary and Medical Director

Dated 24 June 2010

THE MEDICAL COUNCIL ON ALCOHOL

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF THE MEDICAL COUNCIL ON ALCOHOL

We report on the accounts for the year ended 31 March 2010 set out on pages 5-11

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to an audit under Company Law and is eligible for independent examination, it is our responsibility to

- examine the accounts under section 43 of the 1993 Act,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended), and
- state whether particular matters have come to my attention

Basis of independent examiner's statement

Our examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 our examination, no matter has come to our attention

- 1 which gives us reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charitieshave not been met, or
- 2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Goldwyns
13 David Mews
Porter Street
London
W1U 6EQ

Signed



Dated

19th October 2010

THE MEDICAL COUNCIL ON ALCOHOL
Statement of financial activities for the year ended
31 March 2010

	Notes	2010 TOTAL £	2010 Unrestricted £	2010 Restricted £	2009 TOTAL £
Incoming Resources					
Incoming resources from					
General funds					
<i>Voluntary income</i>					
Donations		40,466	30,466	10,000	46,131
Membership		5,325	5,325	-	6,160
<i>Investment Income</i>					
Investment Income		3,509	3,509	-	10,794
Incoming resources from charitable activities:					
- Journal		111,578	111,578	-	104,591
- Publication sales		184	184	-	1,510
Total incoming resources		<u>161,062</u>	<u>151,062</u>	<u>10,000</u>	<u>169,186</u>
Resources Expended					
Charitable activities	3a	151,435	141,435	10,000	121,029
Governance & Admin of Charity	3c	33,670	33,670	-	33,747
Total resources expended		<u>185,105</u>	<u>175,105</u>	<u>10,000</u>	<u>154,776</u>
Net (resources expended) incoming resources before other recognised gains		<u>(24,043)</u>	<u>(24,043)</u>	<u>-</u>	<u>14,410</u>
Other recognised gains (Losses)					
Realised Investment gains (Losses)		-	-	-	(6,655)
Net movement in funds		<u>(24,043)</u>	<u>(24,043)</u>	<u>-</u>	<u>7,755</u>
Reconciliation of funds					
Total funds brought forward		<u>283,230</u>	<u>280,016</u>	<u>3,214</u>	<u>275,475</u>
Total funds carried forward		<u>259,187</u>	<u>255,973</u>	<u>3,214</u>	<u>283,230</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities

THE MEDICAL COUNCIL ON ALCOHOL

Balance sheet as at 31 March 2010

	Notes	£	2010 £	£	2009 £
Fixed assets:					
Tangible Assets	5		-		-
Current Assets					
Debtors	6	66,100		58,949	
Cash at Bank & in Hand		<u>242,935</u>		<u>245,562</u>	
		309,035		304,511	
Creditors Amounts Falling Due within one year	7	<u>49,848</u>		<u>21,281</u>	
			<u>259,187</u>		<u>283,230</u>
Total Assets Less Current Liabilities			<u>259,187</u>		<u>283,230</u>
Unrestricted Funds	8				
General funds			255,973		280,016
Restricted Funds			3,214		3,214
Total Funds	9		<u>259,187</u>		<u>283,230</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2010

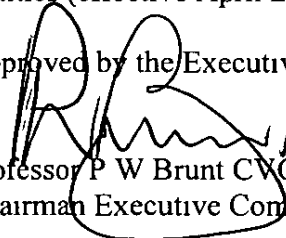
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2010 in accordance with Section 476 of the Companies Act 2006

The directors acknowledge their responsibilities for

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss 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 company

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the Executive Committee on 24th June 2010 and signed on its behalf,


Professor P W Brunt CVO OBE MD FRCP
Chairman Executive Committee


John M Harnes BSc (Econ) FCA
Honorary Treasurer

THE MEDICAL COUNCIL ON ALCOHOL

Notes to the Financial Statements for the year ended 31 March 2010

1 **Accounting policies**

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards, as modified by the inclusion of fixed asset investments at market value and in accordance with Financial Reporting Standard for Smaller Entities (effective April 2008) and the Charities Accounting Statement of Recommended Practice (SORP) as revised in 2005

(a) In order that the Financial Statements present the true and fair view required by the Companies Act 2006, the prescribed format for the Profit and Loss Account has been dispensed with because in the opinion of the Executive Committee it would be misleading. A Statement of Financial Activities has been substituted, in compliance with the SORP. Compliance with the requirements of the SORP is necessary in order to give a true and fair view required by Company Law

(b) **Income**

Income is accounted for gross when receivable, as long as it is capable of financial measurement. This includes donations, subscriptions, income from publications and investment income

(c) **Expenditure**

All expenditure is accounted for gross, and when incurred. Rentals paid under operating lease are charged to the income and expenditure account as incurred

75% of staff costs, rent/service charge, rates, insurance, and office expenses have been allocated to the seven charitable activities listed in note 3(b)

(d) **Tangible Fixed Assets**

Depreciation on office equipment is provided on a straight-line basis at a rate of 20% per annum. Items of expenditure are capitalised where the purchase price exceeds £1,000

(e) **Foreign Currencies**

Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of execution. Exchange differences are taken to the SOFA. Assets and liabilities in foreign currencies are translated into sterling at the rate of exchange ruling at the balance sheet date

(f) **Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for another purpose

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by charity for particular purposes. The aim and use of each restricted fund is set out in notes to the financial statements

2 **Directors**

For the purpose of the Companies Act, the persons regarded as Directors and the Board of Directors respectively, are the Members of the Executive Committee. Neither the Chairman nor any other Committee Member received any remuneration except as disclosed in Note 3 (d) below

THE MEDICAL COUNCIL ON ALCOHOL

Notes to the Financial Statements for the year ended 31 March 2010 (continued)

3 Net outgoing resources

3(a) Breakdown of costs by charitable activities

	Direct Costs £	Grant Funded £	Support £	Total £	Restricted £	Unrestricted £
Journal (including Journal Committee)	37,016	-	14,482	51,498	-	51,498
Newsletter	2,416	-	7,241	9,657	-	9,657
Educational seminars (incl/Educ Comm)	2,153	-	4,344	6,497	-	6,497
Educational printing	35,412	-	7,241	42,653	10,000	32,653
Library, grants & essays	1,179	-	2,896	4,075	-	4,075
Public education, Guidance, etc	185	-	36,204	36,389	-	36,389
National Alcohol Awareness Day (NAAD)	-	-	-	-	-	-
Max Glatt Medal	651	-	-	651	-	651
Website	15	-	-	15	-	15
	<u>79,027</u>	<u>-</u>	<u>72,408</u>	<u>151,435</u>	<u>10,000</u>	<u>141,435</u>

3(b) Analysis of costs by financial activity

	TOTAL	20% Journal £	10% Newsletter £	6% Educ Seminars £	10% Educ Printing etc £	4% Library Grants & essay prize £	50% Publ Ed Guidance & Research £	Governance & Admin £
Staff	78,508	11,776	5,888	3,533	5,888	2,355	29,441	19,627
Premises	9,176	1,376	689	412	689	275	3,441	2,294
Other Office Exps	8,860	1,330	664	399	664	266	3,322	2,215
	<u>96,544</u>	<u>14,482</u>	<u>7,241</u>	<u>4,344</u>	<u>7,241</u>	<u>2,896</u>	<u>36,204</u>	<u>24,136</u>

3(c)

Governance and Administration costs:

	2010 £	2009 £
Support costs	24,136	23,210
Accountants' fee	2,000	3,687
Executive Committee costs	3,728	2,407
Annual General Meeting	3,191	3,976
Annual Report	615	467
Total:	<u>33,670</u>	<u>33,747</u>

THE MEDICAL COUNCIL ON ALCOHOL

Notes to the Financial Statements for the year ended 31 March 2010 (continued)

- 3(d) Payments totalling £3,102 (2009 £1,922) were made to 8 Executive Committee members in reimbursement of expenses incurred in attending meetings. The total amount was in respect of travelling costs.

Dr J Chick, who joined the Executive on 17th March 2010, received an Honorarium for his editorship of the Journal which totalled £18,350 for the full year 2009-10.

4 Staff Costs

	2010	2009
	£	£
Wages and Salaries	70,540	70,006
Recruitment Fee	1,062	-
Social Security Costs	<u>6,906</u>	<u>6,672</u>
	<u>78,508</u>	<u>76,678</u>

Average number of employees	<u>3</u>	<u>3</u>
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The average monthly number of employees during the year was as follows

	2010	2009
Medical Director	1	1
Administration & Support	<u>2</u>	<u>2</u>

No employee received emoluments of more than £50,000

5 Tangible fixed assets

Office Equipment

Cost	£
At 1 April 2009 and at 31 March 2010	<u>36,987</u>
Depreciation	
At 1 April 2009	36,987
Charge for the year	<u>-</u>
At 31 March 2010	<u>36,987</u>
Net Book Value at 31 March 2010	<u>-</u>
Net Book Value at 31 March 2009	<u>-</u>

THE MEDICAL COUNCIL ON ALCOHOL

Notes to the Financial Statements for the year ended 31 March 2010 (continued)

6	Debtors	2010	2009
	Amounts Falling Due Within One Year	£	£
	Prepayment and Accrued Income	3,405	3,949
	Other Debtors	62,695	55,000
		<u>66,100</u>	<u>58,949</u>

7	Creditors	2010	2009
	Amounts Falling Due Within One Year	£	£
	Accruals and Deferred Income	<u>49,848</u>	<u>21,281</u>

8 **Company Status**

The Company is limited by guarantee and therefore has no Share Capital. Member guarantors Number 133 (2009 225), each of whom has agreed to contribute a maximum of £1 in the event of winding up during his membership or within one year of his ceasing to be a member

9 **Analysis of net assets between funds**

Unrestricted funds	2010	2009
	£	£
Net Current Assets	<u>255,973</u>	<u>280,016</u>
Restricted Funds		
Net Current Assets	<u>3,214</u>	<u>3,214</u>
TOTAL	<u>259,187</u>	<u>283,230</u>

10 **Movement in Funds**

Unrestricted Funds	£
At 1 April 2009	280,016
Net movement in funds for year (including losses)	<u>(24,043)</u>
At 31 March 2010	<u>255,973</u>
Restricted Funds	£
At 1 April 2009	3,214
Educational printing - Income	10,000
Expenditure	<u>(10,000)</u>
At 31 March 2010	<u>3,214</u>

THE MEDICAL COUNCIL ON ALCOHOL

Notes to the Financial Statements for the year ended 31 March 2009 (continued)

The educational printing fund received for £10,000 during the year towards the development and printing of a new education publication titled "Alcohol and Health- a guide for healthcare professionals"

Restricted Funds as at 31 March 2010 are for Educational Seminars and are to be used for the specific purpose as laid down by the donor

11 **Operating lease commitments**

The following annual payments are committed to be paid in respect of operating leases

	2010	2009
Expiring	£	£
Within 2 – 5 years	<u>9,000</u>	<u>9,000</u>