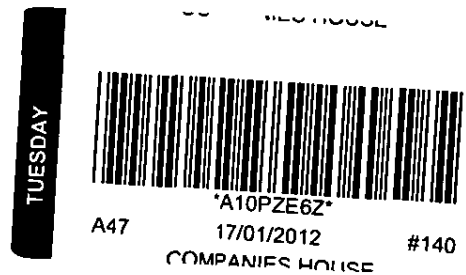


EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

CHARITY NO: 1066856

COMPANY NO: 3438264



EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 MARCH 2011

Charity No: 1066856

Company No: 3438264

Registered Office:

Beaufort House
15 St Botolph Street
London
EC3A 7NJ

Principal Address:

European Pressure Ulcer Advisory Panel Charity
EPUAP Business Office
14 Aston St
Oxford
OX1 1EP

Accountants:

Critchleys LLP
Chartered Accountants
Avalon House
Marcham Road
Abingdon
Oxon
OX14 1UD

Bankers:

Barclays Bank Plc
Marcham Road
Abingdon
Oxon

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY
INDEX TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2011

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EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2011

The directors who are also trustees present their report together with the accounts for the year ended 31 March 2011

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 23 September 1997 registered as a charity on 15 December 1997. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association

Trustees and Executive Committee

The directors of the company are also charity trustees for the purpose of charity law. The executive committee is selected from the trustees to oversee the management of the charity. Trustees with relevant experience and skills are appointed and training is provided where appropriate

Directors

The directors in office at 31 March 2011, all of whom served during the year unless otherwise stated, were

Executive Committee:

Cees Oomens (President)
 Carol Dealey (Past President – resigned as president 01 09 10)
 Tom Defloor (Past President – resigned 23 03 11)
 Trudie Young (Recorder)
 Amit Gefen (Deputy Recorder)
 George Cherry (Treasurer)
 Christina Lindholm (Chair Public Relations Committee)
 Michael Clark (President elect)

Trustees:

Hilde Heyman(resigned 01 09 10 , appointed 01 09 11)	Belgium
Lisette Schoonhoven(resigned 01 09 10, appointed 01 09 11)	Netherlands
Jose Verdu Soriano (resigned 01 09 10, appointed 01 09 11)	Spain
Anna Polak(resigned 01 09 11)	Poland
Lena Gunninberg (resigned 01 09 11)	Sweden
Joseph Schols (resigned 01 09 11)	Netherlands
Manuel Gago-Fornells	Spain
Christina Miguens	Portugal
Cornelis Oomens	Netherlands
Christina Lindholm	Sweden
Marco Romanelli	Italy
Heli Kukko (resigned 28 05 11)	Finland
Geert Vanwalleghem	Belgium
Jan Kottner (appointed 01 09 10)	Germany
Zita Kis Dadara (appointed 01 09 10)	Austria
Daniel Bader (appointed 01 09 10)	England
Dimitri Beeckman(appointed 01 09 11)	Belgium
Guido Ciprandi(appointed 01 09 11)	Italy
Pablo Lopez-Casanova(appointed 01 09 11)	Spain
Elizabeth Jean Donnelly(appointed 01 09 11)	Northern Ireland
Esther Meesterberends(appointed 01 09 11)	Netherlands
Elia Bernardino Ricci(appointed 01 09 11)	Italy

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2011

Objectives and Activities

The European Pressure Ulcer Advisory Panel's (EPUAP) objective is to provide relief for persons suffering from, or at risk of pressure ulcers, in particular through research and education of the public

Major activities undertaken by the charity are the education of health care workers, patients and their carers and the general public. Epidemiology studies are ongoing throughout European Countries to verify the extent of the problem and also to bring awareness of this to governments throughout Europe

Risk Management

The trustees have identified the major risks which the charity faces and are taking steps to mitigate those risks

Achievements and Performance

The charity continues to grow and to meet its objectives throughout Europe. A close liaison has grown between pressure ulcer groups throughout the world – notably the National Pressure Ulcer Advisory Panel of USA

How the Charity meets the public benefit.

The Prevention and Treatment guidelines have been distributed throughout Europe. The prevention guidelines have been translated into Spanish, Hebrew, Swedish, German, Polish, Japanese, Italian, Portuguese, Finnish, Turkish, Norwegian, Dutch and French. Translations into Hungarian, Mandarin and Flemish are being undertaken. The translations have been done by members of the European Pressure Ulcer Advisory Panel in their own time at no cost to the charity and have been verified for meaning and accuracy by eminent health workers in the various countries. These are available as a free download from the EPUAP web site www.epuap.org

The EPUAP web site has been revamped with forums for members and general information for the public as well as an area for the public to ask their questions or raise their concerns. Trustees of the EPUAP of the suitable discipline are then requested to reply to the posts.

The annual meeting was held at the University of Birmingham with over 450 delegates and participants. This meeting is always excellent for its world wide networking.

Membership of the panel continues to expand and Industry has yet again taken an active interest in the work of the Panel providing educational grants and expertise.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

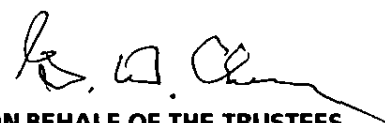
FOR THE YEAR ENDED 31 MARCH 2011

Financial Review and Reserves Policy

The charity reported net outgoing resources of £9,084 for the year 2011 (2010 (£9,536)) The funds of the charity are continually monitored by the trustees

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months unrestricted expenditure This would provide sufficient funds to cover management and administration and support costs and cover publication expenses The trustees are researching ways to meet this objective

This report has been prepared in accordance with the provisions of section 419(2) of the Companies Act 2006 relating to small companies



ON BEHALF OF THE TRUSTEES

G Cherry - Trustee

Date: 29 December 2011

The charity recognised the aims of the Charities SORP 2005 in identifying charitable activities and allocating support costs to these. The charitable activities of advancing knowledge, research and education have been identified in relation to the mission statement. The income streams in the Income Statement relate to more than one of these charitable activities and therefore no further breakdown of costs is considered meaningful.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

BALANCE SHEET

AT 31 MARCH 2011

	Note	2011		2010	
		£	£	£	£
Fixed Assets	4		437		533
Current Assets					
Debtors	5	5,051		322	
Cash at bank		56,295		19,847	
		<u>61,346</u>		<u>20,169</u>	
Current Liabilities					
Accruals and deferred income	6	(65,928)		(15,763)	
		<u>(65,928)</u>		<u>(15,763)</u>	
Net Current liabilities			(4,582)		4,406
			<u>(4,582)</u>		<u>4,406</u>
Net liabilities			(4,145)		4,939
			<u>(4,145)</u>		<u>4,939</u>
Represented by:					
Unrestricted funds			(4,145)		4,939
			<u>(4,145)</u>		<u>4,939</u>
			<u>(4,145)</u>		<u>4,939</u>

Continued on Page 6

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

BALANCE SHEET (CONTINUED)

AT 31 MARCH 2011

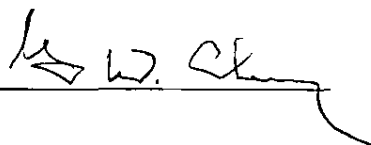
For the year ending 31 March 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006

The director 's acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

These financial statements were approved and authorised for issue on behalf of the charity on 29 December 2011

Signed on its behalf by

A handwritten signature in black ink, appearing to read 'G. Cherry', written over a horizontal line.

George Cherry - Director

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2011

1. Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charity's financial statements

(a) Company Status

The charity is a company limited by guarantee. The members of the company are the trustees

(b) Basis of Preparation

The financial statements have been prepared under the historical cost accounting rules, and in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005 and the Financial Reporting Standard for Smaller Entities (effective April 2008)

(c) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

Restricted funds are subjected to restrictions on their expenditure imposed by the donor

(d) Income and Expenditure

Income and Expenditure is accounted for on an accruals basis. Conference income and expenditure is recognised in the year the event was held

Monies received in respect of corporate sponsorship are allocated 25% to subscriptions and 75% to conference income. These funds are recognised on receipt

Subscriptions are recorded on a receipts basis. The subscription period runs for one year from renewal/signing up date which may be at any time during the year. As the subscriptions are spread through the year no adjustment has been made for subscriptions in advance. Subscriptions are non-refundable

(e) Tangible Fixed Assets

Tangible fixed assets are stated at historical cost less depreciation. Depreciation is provided using the reducing balance basis at rates which reflect the anticipated useful lives of the assets and their estimated residual values

Office Equipment	15%
Computer Equipment	33 ¹ /3%

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2011

2 Secretarial and Office Expenses

Below is a breakdown of secretarial and office expenses:

	2011	2010
	£	£
Office supplies	3,950	2,915
Critchleys payroll charges	646	843
Couriers	730	1,535
Rent	9,000	-
Consultancy (M Hughes & L Williams) Editorial assistance, EPUAP Review, Annual Meeting, administration and co-ordinating scientific abstracts, including website	6,672	9,095
Company secretarial costs		750
Admin support (C Cherry) - net amount due	24,000	24,100
income tax and National Insurance	20,382	9,009
	<hr/>	<hr/>
	65,380	48,247
	<hr/>	<hr/>

3 Staff Costs and Numbers

Staff costs were as follows:

	2011	2010
	£	£
Salaries and wages	39,994	30,000
Social Security costs	4,388	3,109
	<hr/>	<hr/>
	44,382	33,109
	<hr/>	<hr/>

No employee received emoluments of more than £60,000

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

	2011	2010
	No	No
Administration	1	1
	<hr/>	<hr/>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2011

4	Fixed Assets	Office Equipment £	Computer Equipment £	Total £
	Cost:			
	Brought Forward	2,457	3,027	5,484
		<hr/>	<hr/>	<hr/>
	Carried Forward	2,457	3,027	5,484
		<hr/>	<hr/>	<hr/>
	Depreciation:			
	Brought Forward	2,009	2,942	4,951
	Charge	68	28	96
		<hr/>	<hr/>	<hr/>
	Carried Forward	2,077	2,970	5,047
		<hr/>	<hr/>	<hr/>
	Net Book Value:			
	As at 31 March 2011	380	57	437
		<hr/>	<hr/>	<hr/>
	As at 31 March 2010	448	85	533
		<hr/>	<hr/>	<hr/>
5.	Debtors		2011 £	2010 £
	Sundry debtors		5,051	322
			<hr/>	<hr/>
6.	Accruals and Deferred Income		2011 £	2010 £
	Wages and salaries		6,794	2,300
	Accountancy and professional fees		8,532	5,484
	Deferred income		50,602	7,979
			<hr/>	<hr/>
			65,928	15,763
			<hr/>	<hr/>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2011

7. Trustees' Transactions

Nine Trustees (2010 8) were reimbursed for their expenses, amounting to £3,045 (2010 £6,354)

The following is a breakdown of reimbursed expenses paid during the year

Trustees	£
G Cherry	844
C Lindholm	337
L Schoonhoven	226
C Dealey	123
L Gunningberg	585
H Kukko	293
J Schols	302
G Vanwalleghem	127
H Heyman	208
	<hr/>
Total expenses reimbursed to trustees	3,045
	<hr/>

The majority of expenses incurred by Dr G W Cherry relate to conference and trustees meetings, accommodation and subsistence. Expenses reimbursed to the other trustees detailed above relate to travel expenses.

No remuneration was paid to any of the trustees during the year (2010 none)

8. Related Party Transactions

Dr G W Cherry is a director of this company. A salary of £39,994 (2010 £30,000) was paid to Mrs Cherry, the wife of Dr G Cherry, for carrying out support and administrative functions for the charity. The net amount due to Mrs Cherry was £24,000 (2010 £24,100).

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY**

We report on the accounts for the company for the year ended 31 March 2011, which are set out on pages 4 to 10

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 part 16 of the Companies Act 2006, and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to 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,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to our attention

Basis of independent examiner's report

Our 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 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 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 our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

ABINGDON

29 December 2011


Critchleys LLP
Chartered Accountants