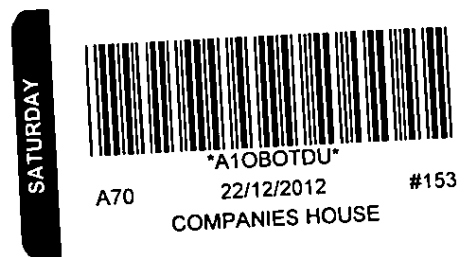


EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2012

CHARITY NO: 1066856

COMPANY NO: 3438264



EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 MARCH 2012

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 2012

	Page
Trustees' Report	1 to 3
Statement of Financial Activities	4
Balance Sheet	5 and 6
Notes to the Accounts	7 to 10
Independent Examiner's Report	11

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2012

The directors who are also trustees present their report together with the accounts for the year ended 31 March 2012

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, 2012, all of whom served during the year unless otherwise stated were

Executive Committee

Michael Clark	President	UK
Cees Oomans	Past President, resigned 16/9/11	
Amit Gefen	Deputy Recorder, appointed 30/9/11	Israel
Trudie Young	Recorder, appointed 30/9/11	UK
George Cherry	Treasurer, appointed 1/9/11	UK
Christina Lindholm	Chair Public relations committee	Sweden
Lisette Schoonhoven	Chair Guidelines committee	Netherlands
Jan Kottner	Joint chair Guideline Committee	Germany
Paulo Alves	Local Organiser	Portugal
Zita Kis Dadara	Local Organiser	Austria

Trustees

Dan Bader	UK	
Dimitri Beeckman	Belgium	
Guido Ciprandi	Italy	
Eric de Laat	Netherlands	
Jeannie Donnelly	UK	appointed 1/9/11
Lena Gunningberg	Sweden	resigned 1/9/11, appointed 21/9/12
Hilde Heyman	Belgium	appointed 1/9/11
Nils Lahmann	Germany	
Pablo Lopez	Spain	appointed 1/9/11
Esther Meesterberends	Netherlands	appointed 1/9/11
Elia Ricci	Italy	appointed 1/9/11
Marco Romanelli	Italy	
Geert Vanwalleghem	Belgium	
Jose Verdu	Spain	appointed 1/9/11
Joseph Schols	Netherlands	resigned 1/9/11, appointed 21/9/12
Manuel Gago-Forrells	Spain	resigned 30/9/11
Heli Kukko	Finland	resigned 30/9/11
Christina Miguens	Portugal	resigned 21/9/12
Anna Polak	Poland	resigned 01/9/11
Eric de Laat	Netherlands	appointed 26/9/12

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

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

The major activities of the charity embrace education of health workers, patients and their carers in prevention and treatment of pressure ulcers. Government awareness is being raised throughout Europe into the problem by lobbying and the publishing of epidemiology studies and research into the causes of pressure ulceration

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 in membership and prestige throughout Europe

The Executive has now been expanded to include chairs and deputy chairs of the working committees

How the charity meets the public benefit

The Prevention and Treatment of pressure ulcer guidelines have now been translated into eighteen languages by members of the EPUAP and other groups worldwide. This work has been done in members' own time at their own cost and demonstrates the dedication of the various groups. The EPUAP and NPUAP(USA) have now been joined by the Pan Pacific Pressure Ulcer Alliance (Australia, New Zealand, Hong Kong Pacific Alliance) and an observer from Japan in updating the guidelines which have been widely distributed throughout the world to health care workers from all disciplines. The problem of pressure ulcers has now been highlighted with Health Care Trusts and Nursing Homes and measures are being taken in the prevention and treatment of this extremely expensive condition.

The new EPUAP web site remains popular as a forum for dissemination of research, treatment and innovation and members of the general public are free to present their problems which are then passed on to the relevant disciplines.

The annual meeting was held in Porto, Portugal and despite the world wide economy down turn was attended by over 400 persons. During the meeting it was decided that the EPUAP should join other wound healing societies in presenting a 'Stop Pressure Ulcer' day in November to again raise awareness of the problem. Material including the Treaty of Rio stating that no person should be subjected to pressure ulcers would be made available by members and industry, members of parliaments would be lobbied and the media used to full effect.

The EPUAP continues to meet its objective

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

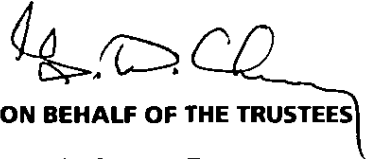
FOR THE YEAR ENDED 31 MARCH 2012

Financial Review and Reserves Policy

The charity reported net outgoing resources of £11,658 for the year 2012 (2011 £9,084) 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: 20.12.12

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

BALANCE SHEET

AT 31 MARCH 2012

	Note	2012		2011	
		£	£	£	£
Fixed Assets	4		361		437
Current Assets					
Debtors	5	1,051		5,051	
Cash at bank		45,825		56,295	
		<u> </u>		<u> </u>	
		46,876		61,346	
Current Liabilities					
Accruals and deferred income	6	(63,040)		(65,928)	
		<u> </u>		<u> </u>	
Net Current liabilities			(16,164)		(4,582)
			<u> </u>		<u> </u>
Net liabilities			(15,803)		(4,145)
			<u> </u>		<u> </u>
Represented by:					
Unrestricted funds			(15,803)		(4,145)
			<u> </u>		<u> </u>
			(15,803)		(4,145)
			<u> </u>		<u> </u>

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EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

BALANCE SHEET (CONTINUED)

AT 31 MARCH 2012

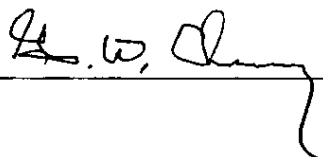
For the year ending 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

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

The directors 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 20/12/12

Signed on its behalf by

A handwritten signature in black ink, appearing to read 'G. W. 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 2012

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)

The accounts have been prepared on the going concern basis. The trustees will monitor expenditure as required

(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 2012

2. Secretarial and Office Expenses

Below is a breakdown of secretarial and office expenses

	2012	2011
	£	£
Office supplies	5,337	3,950
Critchleys payroll charges	792	646
Couriers	-	730
Rent	4,500	9,000
Consultancy (M Hughes & L Williams) Editorial assistance, EPUAP Review, Annual Meeting, administration and co-ordinating scientific abstracts, including website	9,242	6,672
Company secretarial costs	300	-
Admin support (C Cherry) - net amount due	26,654	24,000
income tax and National Insurance	9,664	20,382
	<hr/>	<hr/>
	56,489	65,380
	<hr/>	<hr/>

3. Staff Costs and Numbers

Staff costs were as follows:

	2012	2011
	£	£
Salaries and wages	32,654	39,994
Social Security costs	3,664	4,388
	<hr/>	<hr/>
	36,318	44,382
	<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

	2012	2011
	No	No
Administration	1	1
	<hr/>	<hr/>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

4. Fixed Assets

	Office Equipment £	Computer Equipment £	Total £
Cost:			
Brought Forward	2,457	3,027	5,484
	<u> </u>	<u> </u>	<u> </u>
Carried Forward	2,457	3,027	5,484
	<u> </u>	<u> </u>	<u> </u>
Depreciation:			
Brought Forward	2,077	2,970	5,047
Charge	57	19	76
	<u> </u>	<u> </u>	<u> </u>
Carried Forward	2,134	2,989	5,123
	<u> </u>	<u> </u>	<u> </u>
Net Book Value:			
As at 31 March 2012	323	38	361
	<u> </u>	<u> </u>	<u> </u>
As at 31 March 2011	380	57	437
	<u> </u>	<u> </u>	<u> </u>

5 Debtors

	2012 £	2011 £
Sundry debtors	1,051	5,051
	<u> </u>	<u> </u>

6. Accruals and Deferred Income

	2012 £	2011 £
Wages and salaries	4,319	6,794
Accountancy and professional fees	5,562	8,532
Deferred income	53,159	50,602
	<u> </u>	<u> </u>
	63,040	65,928
	<u> </u>	<u> </u>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2012

7. Trustees' Transactions

Nine Trustees (2011 9) were reimbursed for their expenses, amounting to £13,076 (2011 £3,045)

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

Trustees:	£
E de Laat	449
G Cherry	6,072
D Bader	1,019
L Schoonhoven	248
A Getan	888
L Gunningberg	664
C Lindholm	761
A Cipradi	299
J Kotner	725
N Lahmann	723
P Alven	680
T Young	246
Z Aidara	302
	<hr/>
Total expenses reimbursed to trustees	13,076
	<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 (2011 none)

8 Related Party Transactions

Dr G W Cherry is a director of this company. A salary of £32,654 (2011 £39,994) 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 £26,654 (2011 £24,000).

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

I report on the accounts of the company for the year ended 31 March 2012 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 charity's 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 needed

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 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 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 the seeking of 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

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - (b) 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 (revised 2005) have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached


Caroline Webster FCA

Critchleys LLP

Abingdon

20/12/12