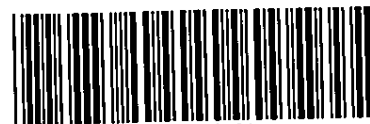


EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009

CHARITY NO: 1066856

COMPANY NO: 3438264

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EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 MARCH 2009

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
Chartered Accountants
Avalon House
Marcham Road
Abingdon
Oxon
OX14 1UD

Bankers:

Barclays Bank Plc
Marcham Road
Abingdon
Oxon

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY
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FOR THE YEAR ENDED 31 MARCH 2009

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EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2009

The directors who are also trustees present their report together with the accounts for the year ended 31 March 2009.

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 are 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 2009, all of whom served during the year unless otherwise stated, were:

Executive Committee:

Carol Dealey (President)
Tom Defloor (Past President)
Jacqui Fletcher (Recorder)
Cees Oomens (Deputy Recorder)
Michael Clark (Treasurer)
George Cherry (Secretary)

Trustees:

Andrea Bellingeri
Rudd Halfens
Helvi Hietanen
Zena Moore
Anne Witherow
Hilde Heyman
Lisette Schoonhoven
Jose Verdu Soriano
Anna Polak
Lena Gunninberg
Jan Weststrate
Joseph Schols
Manuel Gago-Fornells
Christina Miguens
Cornelis Oomens
Christina Lindholm
Marco Romanelli
Denis Colin

Italy
Netherlands
Finland
Eire
Northern Ireland
Belgium
Netherlands
Spain
Poland
Sweden
Netherlands
Netherlands
Spain
Portugal
Netherlands
Sweden
Italy
France

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2009

Objectives and Activities

The European Pressure Ulcer Advisory Panel's (EPUAP) objective is to provide the relief of 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.

Risk Management

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

Objectives and Activities

The European Pressure Ulcer Advisory Panel's (EPUAP) objective is to provide the relief of 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.

Achievements and Performances

The charity's objectives continue to be achieved. The 11th annual meeting of the EPUAP was held in Site Oud Sint Jan, Bruges in September 2008. The meeting was well attended and scientific exchange exciting and well received. A small financial surplus was made.

How the Charity meets the public benefit.

One of the main aims of the panel is education of the public with regard to prevention and treatment of pressure ulcers. There is widespread ignorance of the causes and treatment for this very debilitating and expensive condition. It is the panel's intention to remedy this by updating present guidelines with scientific back up and practice guidelines. This needs to be done in several forms – for medical personnel, care workers in nursing homes and relatives and friends who are faced with home care.

The main thrust of the panel for this year was the updating of the Prevention of Pressure Ulcer Guidelines in conjunction with the National Pressure Ulcer Advisory Panel (NPUAP) of USA who were updating the Treatment of Pressure Ulcer Guidelines. This was a massive ongoing programme incorporating guideline development groups and small working groups from throughout Europe and USA researching literature with special reference to randomised controlled trials to give justification of the guideline recommendations. Members of the EPUAP gave up their time free to research these problems and the EPUAP paid a postgraduate in the University of Gent, Belgium to collate the information. The whole process will be finished in 2009. Stakeholders in the project were also encouraged to give their comments on the web site which was specially set up for this. Educational grants from four companies helped to fund this project. The interest from Health authorities, Hospitals, Clinics, Nursing homes and the general public has been phenomenally high.

The 12th Annual European Pressure Ulcer Advisory Panel meeting will be held at the Academic Medical Center (AMC), Amsterdam the Netherlands where the theme of the meeting will be 'Pressure ulcers: not just a disease of the elderly – are your patients at risk?' The local host will be Dr. Maarten Lubbers, Surgeon and renowned speakers from throughout the world will lecture on problems and solutions as well as trustees who will be giving reports of local European studies and initiatives.

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 as well as expertise.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2009

Financial Review and Reserves Policy

The charity reported net outgoing resources of £3825 for the year 2009 (2008 : incoming : £5595). The trustees continually monitor the funds of the charity.

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 Special Provisions of Part VII of the Companies Act 1985 relating to small companies.



ON BEHALF OF THE TRUSTEES

G Cherry- Trustee

Date: 25.01.10

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 2009

	Note	2009		2008	
		£	£	£	£
Fixed Assets	4.		655		812
Current Assets					
Prepayments	5.	-		12085	
Cash at bank		25461		22342	
		<u>25461</u>		<u>34427</u>	
Current Liabilities					
Accruals and deferred income	6.	(11641)		(16939)	
		<u>(11641)</u>		<u>(16939)</u>	
Net Current Assets			14475		17488
			<u>14475</u>		<u>17488</u>
Net Assets			14475		18300
			<u>14475</u>		<u>18300</u>
Represented by:					
Unrestricted funds			14475		18300
			<u>14475</u>		<u>18300</u>
			<u>14475</u>		<u>18300</u>

Continued on Page 6.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

BALANCE SHEET (CONTINUED)

AT 31 MARCH 2009

The directors are satisfied that the company was entitled to exemption under subsection (1) of section 249A of the Companies Act 2006 and that members have not required an audit in accordance with subsection (2) of section 249B.

The directors acknowledge their responsibilities for:

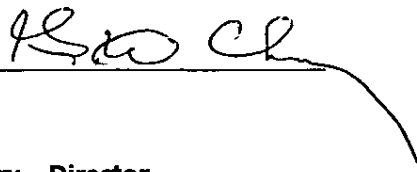
- (a) ensuring that the company keeps accounting records which comply with section 221; and
- (b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

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

.....

Signed on its behalf by

A handwritten signature in black ink, appearing to read 'G. Cherry', is written over a horizontal line. A long, thin, curved line extends from the end of the signature downwards and to the right.

George Cherry – Director

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2009

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 January 2007).

(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 2009

2. Secretarial and Office Expenses

Below is a breakdown of secretarial and office expenses:

	£
Office supplies	5331
Couriers	590
Consultancy (M Hughes) Editorial assistance, EPUAP Review. Annual Meeting administration and co-ordinating scientific abstracts including website	8250
Admin support (C Cherry) - net amount due	24000
income tax and National Insurance	9144
	<hr/>
	47315
	<hr/>

3. Staff Costs and Numbers

Staff costs were as follows:

	2009 £	2008 £
Salaries and wages	30000	30769
Social Security costs	3144	3270
	<hr/>	<hr/>
	33144	34039
	<hr/>	<hr/>

No employee received emoluments of more than £60000.

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

	2009 No	2008 No
Administration	1	1
	<hr/>	<hr/>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2009

4. Fixed Assets	Office Equipment £	Computer Equipment £	Total £
Cost:			
Brought Forward	2457	3027	5484
	<hr/>	<hr/>	<hr/>
Carried Forward	2457	3027	5484
	<hr/>	<hr/>	<hr/>
Depreciation:			
Brought Forward	1837	2835	4672
Charge	93	64	157
	<hr/>	<hr/>	<hr/>
Carried Forward	1930	2899	4829
	<hr/>	<hr/>	<hr/>
Net Book Value:			
As at 31 March 2009	527	128	655
	<hr/>	<hr/>	<hr/>
As at 31 March 2008	620	192	812
	<hr/>	<hr/>	<hr/>

5. Prepayments

Included within prepayments for year ended 31 March 2008 is an amount of £12085 relating to expenses for the EPUAP Meeting in 2008. TO BE UPDATED

6. Accruals and Deferred Income	2009 £	2008 £
Wages and salaries	9309	9533
Accountancy and professional fees	2332	5406
Deferred income	-	2000
	<hr/>	<hr/>
	11641	16939
	<hr/>	<hr/>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2009

7. Trustees Transactions

Eighteen Trustees were reimbursed for their expenses, amounting to £6594 (2008 : £10342).

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

Trustees:	£
G Cherry	445
L Schoonhoven	1059
Z Moore	247
C Lindholm	284
C Dealey	1074
H Hietanen	710
J Verdu Sorriano	305
J Fletcher	240
M Clark	632
H Heyman	459
T Defloor	151
J Schols	127
M Gago-Fornells	267
C Oomens	594
	<hr/>
Total expenses reimbursed to trustees	6594
	<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 (2008 : none).

8. Related Party Transactions

Dr G W Cherry is a director of this company. A salary of £30000 (2008 : £30769) gross 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 £24000 (2008 : £24000).

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 2009, 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 7 of the Companies Act 1985, 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 221 of the Companies Act 1985; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 1985 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.

27 January 2010
ABINGDON


Critchleys
Chartered Accountants