

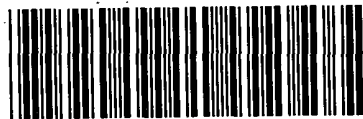
BISWG LIMITED
(A company limited by guarantee)

REPORTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015

Registered Charity No. 1135891
Company No. 07095017

THURSDAY



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BISWG LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

REFERENCE AND ADMINISTRATIVE DETAILS

The BISWG Limited is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association (Charity number 1135891, Company number 07095017).

THE BOARD OF TRUSTEES

The Trustees of the charitable company are its directors for the purposes of company law and throughout this report are collectively referred to as the Trustees.

The members of the Board of Trustees who served during the year were as follows:-

ELECTED TRUSTEES

Mrs J Burt
Mr G P Soulsby
Mrs K Y Russell
Mr S Brazington
Mr R W Antrobus
Mr T Rucinski
Ms J Thomas-Pilka
Ms E Turner
Ms F Zinger
Mr M J Conway *(appointed 12 October 2015)*

REGISTERED OFFICE AND PRINCIPAL ADDRESS

Globe House, Eclipse Park, Sittingbourne Road, Kent, ME14 3EN

INDEPENDENT EXAMINER

M J Startup, FCA MAE, Day, Smith & Hunter, Globe House, Eclipse Park, Sittingbourne Road, Maidstone, Kent ME14 3EN

BISWG LIMITED

REPORT OF THE BOARD OF TRUSTEES

For the year ended 31 December 2015

The Board of Trustees presents its report and the independently examined financial statements for the year ended 31 December 2015. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The objective of the Charity is to raise awareness and advance the education and training of the public and in particular those with brain injuries, their families and carers and also professionals working within the field of brain injury.

The Charity will meet its objectives by the provision of seminars, conferences and forums. The Charity will also provide grants to attend educational courses on the subject of brain injury in order to enhance the skills and knowledge of professionals working in the field of brain injury.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on the public benefit when reviewing the Charity's aims and objectives and in the planning of future activities.

MANAGEMENT AND GOVERNANCE

The Charity is limited by guarantee. The liability of its members is limited to £10 each.

The Charity is governed by its Memorandum and Articles of Association which are available from the Charity on request.

FINANCIAL REVIEW

The net deficit for the year amounted to £1,833 (2014 : £13,021).

The deficit for the year has arisen due to a Board decision to reduce BISWG Limited's reserves in order to be able to offer more grants and free conference places, particularly to statutory workers who do not have access to training through their employment. Thanks to the general support of our sponsors, as well as the decision to further reduce our reserves, in the last year BISWG Limited has been pleased to provide £4,731 in grants to individuals and free places to our conferences, which meets our aim to support service users by educating professionals who work with people with brain injuries.

ACHIEVEMENTS AND PERFORMANCE

During the year to 31 December 2015 the income receivable by the Charity from seminars and conferences held totalled £11,115 (2014 : £12,885).

The costs directly attributable to the conferences totalled £3,022 resulting in a surplus of £8,093. The Charity also received fees and donations from members totalling £3,310. The Charity provided grants to individuals to attend conferences of £4,231 as detailed in Note 3 to the accounts.

RESERVES POLICY

As at 31 December 2015 general unrestricted reserves amounted to £38,779.

The Board of Trustees have reviewed the reserves of the Charity and it is their intention to keep a balance of income sufficient to provide enough funds at all times to enable them to meet their objectives.

BISWG LIMITED

REPORT OF THE BOARD OF TRUSTEES

For the year ended 31 December 2015

continued

PUBLIC BENEFIT

The Trustees have complied with their duty to have regard to the Charity Commissions' public benefit guidance when delivering the activities referred to above.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The Charity trustees (who are also the directors of BISWG Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the results for the year. In preparing the 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 Charity will continue in business.

The trustees are also responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

SPECIAL EXEMPTIONS

The above report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE
BOARD OF TRUSTEES

MRS J BURT



REGISTERED OFFICE

Globe House
Eclipse Park
Sittingbourne Road
Maidstone
Kent
ME14 3EN

Date: 21 June 2016

BISWG LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2015

I report on the accounts of the Charity for the year ended 31 December 2015, which are set out on pages 5 to 8.

Respective Responsibilities of Trustees and Examiner

The Charity's trustees 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 Companies Act 2011 (the 2011 Act) and that an independent examination is needed.

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 Commissioners 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 Commissioners. 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 I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
- to keep accounting records in accordance with section 136 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act.
- have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


MJ STARTUP FCA
DAY, SMITH & HUNTER
Chartered Accountants

Globe House
Eclipse Park
Sittingbourne Road
Maidstone
Kent ME14 3EN

Date: 21 June 2016

BISWG LIMITED
STATEMENT OF FINANCIAL ACTIVITIES AND
INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 December 2015

	<u>Notes</u>	<u>Total</u> <u>31.12.2014</u>
INCOME		
Income from charitable activities		
Conference and seminar fee income	11,115	12,885
Income from other activities		
Membership subscriptions and donations	3,310	2,973
Investment income	1,345	1,566
Total incoming resources	<u>15,770</u>	<u>17,424</u>
EXPENDITURE		
Charitable activities	2 17,653	30,445
Total resources expended	<u>17,653</u>	<u>30,445</u>
NET EXPENDITURE AND		
NET MOVEMENT IN FUNDS		
Total funds at 1 January 2015	(1,883) 40,662	(13,021) 53,683
Total funds at 31 December 2015	<u>£38,779</u>	<u>£40,662</u>

BISWG Limited has no recognised gains or losses other than those shown in the income and expenditure account.

All incoming resources and resources expended derived from continuing activities.

The notes on pages 7 to 8 form part of these accounts.

BISWG LIMITED

BALANCE SHEET

As at 31 December 2015

	<u>Notes</u>		<u>31.12.2014</u>
CURRENT ASSETS			
Debtors	7	403	1,371
Cash at bank		<u>41,376</u>	<u>45,589</u>
		41,779	46,960
CREDITORS	8	<u>(3,000)</u>	<u>(6,298)</u>
NET ASSETS		<u>£38,779</u>	<u>£40,662</u>
UNRESTRICTED FUNDS		<u>£38,779</u>	<u>£40,662</u>

These financial statements have been prepared in accordance with the provisions available to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Charity SORP (FRSSE) (effective 1 January 2015).

For the financial period ended 31 December 2015 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. No member of the company has deposited a notice pursuant to Section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The Trustees/Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing financial statements 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 Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Trustees/Directors on 21 June 2016 and signed on their behalf by:


.....
MRS J BURT

)
)
)
) MEMBERS OF THE BOARD OF TRUSTEES


.....
MRS K Y RUSSELL

Company registration number: 07095017

The notes on pages 7 to 8 form part of these accounts.

BISWG LIMITED
NOTES TO THE ACCOUNTS
31 DECEMBER 2015

1. ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared in accordance with 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 in July 2014, the Financial reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value.

BISWG Limited has availed itself of Paragraph 4(1) of Schedule 1 of The Small Companies and Groups (Accounts and Directors' Report) Regulations 2008 and adapted the Companies Act formats to reflect the special nature of the Charity's activities.

b) Charitable status

BISWG Limited was incorporated with charitable status and is limited by guarantee, not having a share capital.

No corporation tax liabilities therefore arise on the surplus of any income over expenditure for the year.

c) Income and expenditure

Income is recognised in the accounts on an accruals basis with the exception of donations which are recognised on a cash received basis.

Expenditure is recorded on an accruals basis.

2. CHARITABLE ACTIVITIES

	<u>Direct costs</u>	<u>Support costs</u>	<u>Total 31.12.2015</u>	<u>Total 2014</u>
Grants and donations (Note 3)	4,231	-	4,231	7,221
Conference costs	3,022	-	3,022	8,698
Administrative costs (Note 4)	-	10,400	10,400	14,526
	<u>£7,253</u>	<u>£10,400</u>	<u>£17,653</u>	<u>£30,445</u>

3. GRANTS AND DONATIONS

Grants paid in the year to 31 December 2015 include the following:-

	<u>31.12.2015</u>	<u>31.12.2014</u>
Grants to individuals		
BISWG Annual Legal Conference	2,808	3,654
Grant Scheme	1,423	3,327
Sponsored places	-	240
	<u>£4,231</u>	<u>£7,221</u>

BISWG LIMITED

NOTES TO THE ACCOUNTS

31 DECEMBER 2015

(continued)

4. SUPPORT COSTS

	<u>31.12.2015</u>	<u>31.12.2014</u>
Insurance	337	337
Telephone	83	83
Printing, postage and stationery	579	842
Trustees' travel, accommodation, meals and refreshments	168	2,076
Bank charges	57	26
Administrator fees	6,632	8,800
Website costs	630	(30)
Computer expenses	-	399
Other legal and professional costs	-	25
External conferences and publicity	471	213
Subscriptions	102	102
Independent Examination fees	1,150	1,100
Sundry expenses	191	553
	<u>£10,400</u>	<u>£14,526</u>

5. TRUSTEE REMUNERATION AND EXPENSES

No member on the Board of Trustees received any remuneration in the year.

The Charity has paid individual expenses incurred by ten of the Trustees for services provided to the Charity totalling £168 (2014 : £2,076). The expenses relate to travel, postage and meetings costs.

6. STAFF COSTS

There are no employees receiving emoluments in the year.

7. DEBTORS

	<u>31.12.2015</u>	<u>31.12.2014</u>
Conference and seminar fees due	270	1,050
Conference expenses paid in advance	133	-
Membership fees	-	21
Workshop fees due	-	300
	<u>£403</u>	<u>£1,371</u>

8. CREDITORS

	<u>31.12.2015</u>	<u>31.12.2014</u>
Creditors and accruals	2,135	6,298
Deferred income	865	-
	<u>£3,000</u>	<u>£6,298</u>