

Registered Charity Number  
1013557

Registered Company Number  
2736320

Action on Pre Eclampsia Ltd  
Report and Accounts  
For The Year Ended  
31 December 2009

**Action on Pre Eclampsia Ltd**  
**Report and accounts**  
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## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### **Introduction**

The trustees present their annual report and accounts for the year ended 31st December 2009. The board of trustees are satisfied with the performance of the charity during the year and the position at 31st December 2009 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

#### **Name, registered office and constitution of the charity**

The full name of the charity is Action on Pre-Eclampsia Limited.

The legal registration details are :-

<i>Date of incorporation</i>	31-Jul-92
<i>Company Registration Number</i>	2736320
<i>The Registered Office is</i>	2c The Halfcroft, Syston, Leicestershire. LE7 1LD
<i>Charity Registration Number</i>	1013557
<i>The telephone number is</i>	0116 260 8088

#### **Objectives and Activities of the Charity**

##### ***A summary of the objects of the charity as set out in its governing document.***

The objects for which the charity is established are:

To educate, inform and advise the public and health professionals about the prevalence, nature and risks of pre-eclampsia and eclampsia;

To campaign for greater public awareness of the disease and for action to improve methods of detection and treatment.

To promote the relief of persons who suffer pre-eclampsia and to relieve the stress of families of those persons.

To promote research into the causes of the disease and appropriate screening techniques and treatment methods

##### ***Public benefit that is provided by the charity***

###### **Public benefit test**

The vision that shapes our annual activities remains focussed on developing widespread awareness of the pre-eclampsia family of pregnancy diseases across the UK, so tragedies can be minimised and much heartache avoided. This involves the promotion, fostering and dissemination of the highest quality knowledge and information among health professionals, and educating women and the general public on ways to keep pregnancy safe. National telephone and email support are available for women and their families, for any questions, support and signposting.

The charity also has the general aim of supporting research proposals into the causes, treatment and management of pre-eclampsia

## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### **Public benefit test - continued**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit. All our support activities, including helpline and information are totally free to the general public. Strenuous efforts are made to make our services be appropriate and inclusive of all people including projects to extend our services to 'hard to reach' groups where language, access, awareness, cultural or economic issues increase the risk to their pregnancies. Educational courses for midwives are charged at a level to cover costs. Putting these strategies into action we have three major areas of activity which are: educational programmes; support services for pregnancy and campaigning for maternal health to be high priority within health services, government and public sector.

#### **Achievements and Performance of the Charity**

##### **APEC Chair of Trustees Report 2009**

This year has continued as a difficult year for the Charity financially, as the recession continues and fundraising is relatively difficult – more effort with smaller returns. However we have managed to balance our books and continue to provide a number of services, although we have not been able to develop these as much as we would have wished. There have been some notable successes. APEC continues to put on Midwives Study Days (three this year); provide leaflets to hospitals around the UK and run a limited Helpline service for pre-eclampsia sufferers and their families.

In July the charity and its supporters were delighted to attend a House of Commons reception to celebrate the support given to us by Prof Chris Redman, a founder of APEC, which was generously hosted by our Patron the Right Hon Barbara Follett who gave a rousing speech thanking Chris for his lifetime work and research in pre-eclampsia. Prof Redman decided to stand down as our Medical Director this year but we are delighted that he has agreed to stay on as a trustee. Prof Jimmy Walker, also a longstanding trustee, has taken over the role of Medical Director and will undoubtedly spearhead APEC's future direction in fulfilling the charity's aims and objectives.

Other notable achievements were the publication of our Day Assessment Guideline in the British Medical Journal in September, a presentation and stand at the International Society for the Study of Hypertension in Pregnancy Meeting in Oxford also in September and a successful stand at the Royal College of Midwives Conference in Manchester in November.

These events allow us to ensure that health professionals know about the latest developments and research in the management of pre-eclampsia and allow us to engage with the health professionals and find out what they need to understand pre-eclampsia and support families better.

It remains for me to thank all of the trustees, staff, volunteers and supporters for their ideas, time, energy and support through 2009.

## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### **APEC CEO Report 2009**

In 2009 much of our time was spent in applying for funds to build up income long-term. The fruits of that will be reported next year, but despite a reduction in income of 10% were nevertheless able to expand our current service provision at 25% less cost (see below)

Study Days trained ever greater numbers of midwives, and for the first time in a decade, in Wales, and also in Scotland. The feedback showed that the participants felt they were extremely valuable and enjoyable – midwives do not often get a chance to hear from (and question) eminent specialist consultants from all over the UK.

Pre-eclampsia patient leaflets to the NHS reached many hundreds of hospitals and are also available as website downloads. However, there are many tens of thousands of midwives we still have to reach at all, and 50,000 women whose pregnancies are affected by pre-eclampsia do not get to see necessary pre-eclampsia information. Also, the vast majority of the public remain ignorant of this terrible disease, which reduces our ability to influence policy-makers and gain funding.

#### **Service Achievements for 2009**

40,350 APEC patient information leaflets were sent to UK hospitals (15,925 in 2008)

Trained 94 midwives in pre-eclampsia screening, detection and management in Wales, Scotland and England (first Welsh Study Days in 10 years).

2491 Help Line calls and emails were answered from worried women (1175 in 2008)

#### **Notable Events of 2009**

Jan

Initial meeting to set up a group for CEOs of baby charities for joint campaigning and information sharing. Initial interest is from Bliss, Sands, FSID, APEC, Miscarriage Association and Ectopic Pregnancy Trust. This of great potential for a small charity like APEC to punch above our weight.

Initial collaboration with Birmingham University to set up a research study on the use of statins in pre-eclampsia.

Feb

Meetings with officials at the Royal College of Midwives on collaborative training events.

March

New membership programme to involve our supporters and new friends more closely. Members newsletter.

## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### **Notable Events of 2009 - continued**

April

Redesigned and launched pre-eclampsia leaflet replacing three former leaflets with one comprehensive version for all women at risk.

May

Midwife Study Day at Kings College London.

Midwife Study Day in Swansea, Wales.

June

Launched APEC Help Line number fridge magnet and awareness posters.

July

House of Commons Reception for the founder of APEC, Professor Chris Redman.

Sep

Presentation and stand at the ISSHP (International Society for the Study of Hypertension in Pregnancy) meeting in Oxford

1st Trustee Away Day, Oxford, to discuss future strategy and direction of the charity.

Oct

Stakeholder meeting at the Nursing & Midwifery Council on developing a competency framework for midwives.

Nov

Midwife Study Day - Scotland

## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### **Structure, Governance and Management**

##### ***Nature of the Governing Document and constitution of the charity***

The charity is controlled by its governing documents, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act.

##### **Organisaton of the charity**

Action on Pre-Eclampsia is governed by a council of management, known as the Council of Trustees, which meets at least three times per year to formulate and review policy and monitor performance against strategic and operational targets. A general-purposes sub-committee of the Council, known as the Management Committee, monitors performance between Council meetings and has some delegated powers. The implementation of policy is delegated to the charity's paid Chief Executive and is accountable directly to the Chair of Trustees. Action of Pre-Eclampsia is a membership organisation, with members taking on a variety of voluntary representative roles at local level, although there are no local 'branches' as such.

##### ***The methods adopted for the recruitment and appointment of new trustees***

Action on Pre-eclampsia seeks to appoint trustees who have relevant and often specialist knowledge. This has always included ensuring that those directly affected by APEC's issues as sufferers are among the trustees. This is complemented by appointing as trustees those with complementary skills – e.g. finance, administration or relevant professional experience and knowledge. APEC has had a very stable group of trustees almost from inception.

#### **Financial Review**

##### ***Policies on reserves***

The executive committee continue to monitor and consider the level of reserves that is prudent for Action on Pre-Eclampsia Limited to have. Consideration will be given to redundancy liabilities, lease arrangements and any other significant factors that should be taken into account were Action on Pre-Eclampsia Limited to close

##### ***Transactions and Financial position***

2009 ended with a welcome increase in unrestricted reserves from 2008, by a total of £40,144 which is about 26% of income. This is despite a decrease in income (from £157,000 to £154,000), expenditure decreased (from £148,000 to £115,000). The income was primarily generated from donations – both money and donation of professional services (£21,000) – and fundraising, as well as some English and Scottish project and direct grants.

## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### ***Share Capital***

The company is limited by guarantee and therefore has no share capital

#### **The name of the Chief Executive Officer and other senior staff member(s) to whom day to day management of the charity is delegated by the charity trustees**

Dr Margaret Macdonald

#### **The members of the Board of Trustees of the Charity during the year ended 31st December 2009 were :-**

Ms J Bray  
Ms H.R Crafter  
Ms F.M Milne  
Dr C Nelson-Piercy  
Professor C.W.G Redman  
Ms K.L Turner  
Professor J.J Walker

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

The M&AA states that 1/3rd of the trustees must resign and offer themselves for re-elected each year.

At the Annual General Meeting Ms F.M Milne, Ms H.R Crafter & Prof J.J Walker, retire , but are eligible for reappointment.

#### **The members of the Board of Trustees of the Charity at the date the report and accounts were approved were:-**

Ms J Bray  
Ms H.R Crafter  
Ms F.M Milne  
Dr C Nelson-Piercy  
Professor C.W.G Redman  
Ms K.L Turner  
Professor J.J Walker  
Dianne Garland  
Pippa Brice

## **Action on Pre Eclampsia Ltd**

### **The report of the trustees for the year ended 31 December 2009**

#### **Independent Examiner**

Mahmood Reza FCCA  
Chartered Certified Accountants  
2nd Floor Offices  
2-4 Frog Island  
Leicester

#### **Statement of Directors' and Trustees' Responsibilities**

Charity Law and the Companies Acts require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

The trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the Trustees' Report, and the responsibility of the Independent Examiner in relation to the Trustees' Report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

#### **Method of preparation of accounts**

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**This report was approved by the board of trustees on 28 September 2010.**

**Ms F M Milne  
Trustee and Treasurer**

**Action on Pre Eclampsia Ltd**  
**Independent Examiner's Report to the trustees of the charity**

**Report of the Independent Examiner to the trustees**  
**on the accounts of the Charity for the year end 31 December 2009**

I report on the financial statements of the Charity on pages 10 to 14 which have been prepared in accordance with the Charities Act 1993 and with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 as modified in June 2008. (The SORP), under the historical cost convention and the accounting policies set out on page 15.

**Respective responsibilities of trustees and examiner**

As described on page 7, the Charity's trustees, who also have the functions of directors, are responsible for the preparation of the financial statements.

The trustees are satisfied that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply and that the accounts do not require an audit in accordance with Part 16 of the Companies Act 2006 and that no member or members have requested an audit pursuant to section 476 of the Companies Act 2006, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit under company law, or otherwise, and is eligible for independent examination, it is my responsibility to:-

- a) examine the accounts under section 43 of the Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act; and;
- c) to state whether particular matters have come to my attention.

**Basis of opinion and scope of work undertaken**

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales setting out the duties of an independent examiner issued by the Charity Commissioners under section 43(7)(b) of the Act) in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the Statement of Recommended Practice issued by the Charity Commissioners for England & Wales (effective April 2005 as modified in June 2008), on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit, and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

**Independent Examiner's Statement, report and opinion**

**Basis of opinion & scope of work undertaken - continued**

Subject to the limitations upon the scope of my work as detailed above , in connection with my examination , I can confirm that

1) In accordance with Regulation 31 of The Charities (Accounts and Reports) Regulations 2008, the accounts of this incorporated charity are not required to be audited under Part 16 of the Companies Act 2006;

2) this is a report in respect of an examination carried out under section 43 of the Charities Act 1993 and in accordance with any directions given by the Commission under subsection (7)(b) of that section which are applicable;

and that no matter has come to my attention in connection with my examination which gives me reasonable cause to believe that in any material respect the requirements

(i) to keep accounting records in accordance with section 386 of the Companies Act 2006;

(ii) to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and;

(iii) that the financial statements be prepared in accordance with the methods and principles set out in the Statement of Recommended Practice - Accounting and Reporting by Charities

have not been met; or to which, in my opinion, attention should be drawn in my report in order to enable a proper understanding of the accounts to be reached;

The Examiner's relevant professional qualification or body is:

Chartered Certified Accountants

Mahmood Reza FCCA  
2nd Floor Offices  
2-4 Frog Island  
Leicester  
LE3 5AG

The date upon which my opinion is expressed is :-  
28 September 2010

**Action on Pre Eclampsia Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 December 2009**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2009 £	2009 £	2009 £	2008 £
<b>Incoming resources</b>				
<b><i>Incoming resources from generated funds</i></b>				
Voluntary Income	143,235	8,750	151,985	133,338
Activities for generating funds	2,047	-	2,047	23,068
Investment Income	301	-	301	403
<b>Total incoming resources</b>	<b>145,583</b>	<b>8,750</b>	<b>154,333</b>	<b>156,809</b>
<b><i>Costs of generating funds</i></b>				
Costs of generating voluntary income	9,282	-	9,282	60,490
<b><i>Costs of charitable activities</i></b>	<b>90,864</b>	<b>9,798</b>	<b>100,662</b>	<b>85,114</b>
<b><i>Governance costs</i></b>	<b>5,293</b>	<b>-</b>	<b>5,293</b>	<b>2,423</b>
<b>Total resources expended</b>	<b>105,439</b>	<b>9,798</b>	<b>115,237</b>	<b>148,027</b>
<b>Net incoming resources before transfers between funds</b>	<b>40,144</b>	<b>(1,048)</b>	<b>39,096</b>	<b>8,782</b>
<b>Gross transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net incoming resources before Other recognised gains and losses</b>	<b>40,144</b>	<b>(1,048)</b>	<b>39,096</b>	<b>8,782</b>
<b>Other recognised gains and losses</b>				
<b>Net movement in funds</b>	<b>40,144</b>	<b>(1,048)</b>	<b>39,096</b>	<b>8,782</b>
<b>Reconciliation of funds</b>				
<b><i>Total funds brought forward</i></b>	<b>21,041</b>	<b>3,958</b>	<b>24,999</b>	<b>16,217</b>
<b>Total Funds carried forward</b>	<b>61,185</b>	<b>2,910</b>	<b>64,095</b>	<b>24,999</b>

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 14 as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 15 to 24 form an integral part of these accounts.**

**Action on Pre Eclampsia Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 December 2009**

**Income and Expenditure Account as required by the Companies Act**  
**for the year ended 31 December 2009**

	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	154,032	156,406
Direct costs of turnover	109,944	145,604
<b>Gross surplus</b>	<u>44,088</u>	<u>10,802</u>
Governance costs	5,293	2,423
<b>Operating surplus</b>	<u>38,795</u>	<u>8,379</u>
Interest receivable	301	403
<b>Surplus on ordinary activities before tax</b>	<u>39,096</u>	<u>8,782</u>
<b>Surplus for the financial year</b>	<u>39,096</u>	<u>8,782</u>
Gift Aid Payments	-	-
<b>Retained surplus for the financial year</b>	<u>39,096</u>	<u>8,782</u>

**All activities derive from continuing operations**

**The notes on pages 15 to 24 form an integral part of these accounts.**

**Action on Pre Eclampsia Ltd**  
**Statement of Financial Activities**  
**for the year ended 31 December 2009**

**Statement of Total Recognised Gains and Losses**  
**for the year ended 31 December 2009**

	<b>2009</b>	<b>2008</b>
Excess of Expenditure over income before realisation of assets	39,096	8,782
Profit per Profit and Loss account	39,096	8,782
Grants for the acquisition of fixed assets	-	-
<b>Net Movement in funds before taxation</b>	<b>39,096</b>	<b>8,782</b>

**Movements in revenue and capital funds**  
**for the year ended 31 December 2009**

<b>Revenue accumulated funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Last year</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Total Funds</b>
	<b>2009</b>	<b>2009</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Accumulated funds brought forward	21,041	3,958	24,999	16,217
Recognised gains and losses before transfers	40,144	(1,048)	39,096	8,782
	<u>61,185</u>	<u>2,910</u>	<u>64,095</u>	<u>24,999</u>
<b>Closing revenue accumulated funds</b>	<b>61,185</b>	<b>2,910</b>	<b>64,095</b>	<b>24,999</b>

**Action on Pre Eclampsia Ltd  
Statement of Financial Activities  
for the year ended 31 December 2009**

The notes on pages 15 to 24 form an integral part of these accounts.

<b>Summary of funds</b>	<b>Designated</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Last Year</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>	<b>Total Funds</b>
	<b>2009</b>	<b>2009</b>	<b>2009</b>	<b>2009</b>	<b>2008</b>
Revenue accumulated funds	-	61,185	2,910	64,095	24,999

The statement of changes in resources applied for fixed assets for Charity use is shown in the notes to the accounts

The notes on pages 15 to 24 form an integral part of these accounts.

**Action on Pre Eclampsia Ltd**

Company Number 2736320

**Balance Sheet**

as at 31 December 2009

		2009	2009	2008	2008
		£	£	£	£
<b>Fixed assets</b>					
Intangible assets			-		-
Tangible assets	9		1,637		1,147
<b>Total fixed assets</b>			1,637		1,147
<b>Current assets</b>					
Stocks & Work in progress		4,022		4,022	
Debtors	10	329		250	
Cash at bank and in hand		61,984		28,291	
<b>Total current assets</b>		66,335		32,563	
<b>Creditors:-</b>					
amounts due within one year	11	(3,877)		(8,711)	
<b>Net current assets</b>			62,458		23,852
<b>Total assets less current liabilities</b>			64,095		24,999
<b>Creditors:-</b>					
amounts due after more than one year			-		-
<b>Provisions for liabilities and charges</b>			-		-
<b>Net assets excluding pension asset / liability</b>			64,095		24,999
<b>Net assets including pension asset / liability</b>			64,095		24,999
<b>The funds of the charity :</b>					
<b>Unrestricted income funds</b>					
Unrestricted revenue accumulated funds		61,185		21,041	
Designated revenue funds		-		-	
<b>Unrestricted capital funds</b>					
Designated fixed asset funds		-		-	
<b>Total unrestricted funds</b>			61,185		21,041
<b>Restricted revenue funds</b>					
Restricted revenue accumulated funds		2,910		3,958	
<b>Restricted fixed asset funds</b>					
<b>Total restricted funds</b>			2,910		3,958
<b>Total charity funds</b>			64,095		24,999

The directors are satisfied that for the year ended on 31 December 2009 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 43 of the Charities Act 1993, the accounts have been examined by an Independent Examiner whose report appears on page 8

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities ( effective April 2008).

**Ms F M Milne**

Trustee

Approved by the board of trustees on 28 September 2010

The notes on pages 15 to 24 form an integral part of these accounts.

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

**1 Accounting policies**

***Basis of preparation of the accounts***

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008). The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Act 2006, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008) requires compliance with specific Financial Reporting Standards other than the FRSSE then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRSSE.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with their requirements of the SORP.

The charity has taken advantage of the exemption in the FRSSE from the requirement to produce a cash flow statement.

The particular accounting policies adopted are set out below.

***Accounting convention***

The financial statements are prepared, on a going concern basis, under the historical cost convention

***Incoming Resources***

Incoming resources are accounted for on a receivables basis. All grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

***Investment Income***

Bank interest received is included on an actual receipts basis.

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (**revised June 2008**) issued by the Charity Commissioners for England & Wales .

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

***Resources Expended***

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributable to particular headings they have been allocated to activities on a basis consistent with the use of resources

In particular the policy for including items within costs of generating funds, charitable activities and governance costs is

***Costs of generating funds***

The direct costs attributable to fundraising are £9,282

***Charitable activities***

Charitable expenditure shall include all expenditure directly related to the objects of the charity including the following :-

***Governance costs***

Governance costs shall include all expenditure directly related to the administration of the charity including expenditure incurred in the management of the charity's assets, organisational administration and compliance with charitable and statutory requirements.

***Allocation of costs within types of resources expended***

The methods and principles for the allocation and apportionment of all costs between the different activity categories of resources set out above are :-

<b>APEC Allocation of costs</b>						
Position	Fundraising	Information	Education	Helpline	Admin Support	Manmgt. Admin
CEO	20%	15%	15%	20%	15%	15%
Office Assistant	30%	20%	-	-	40%	10%
Accommodation & Dep'n	20%	15%	15%	20%	15%	15%
Communication	10%	20%	15%	25%	15%	15%

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

***Fixed assets and depreciation***

All tangible fixed assets are stated at cost less depreciation.

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value ) over their estimated useful economic lives.

Plant and machinery	25% straight line
Fixtures and fittings	25% straight line

A regular annual review of the likelihood of asset impairment is undertaken.

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the Statement of Financial Activities.

***Funds structure policy***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully the monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

<b>3 Surplus for the financial year</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
<b>This is stated after crediting :-</b>		
<b>Revenue Turnover from ordinary activities</b>	154,032	156,406
<b>and after charging:-</b>		
Depreciation of owned fixed assets	712	851
Rentals under operating leases	1,133	1,467
Reporting Accountant fees	-	2,423
Independent Examiner's Fees	5,079	-

Funds belonging to the charity **have not** been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Detailed analysis of certain transactions required by the 2005 revision to the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (effective April 2005 and revised June 2008)**

Various items of support costs and charitable expenditure which are required by the 2005 revision to the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales (effective April 2005 and revised in June 2008) to be disclosed in the notes to the accounts are set out in the Detailed Schedule to the Statement of Financial Activities and its appendices on pages 26 to 28, which should be read together with these notes.

**5 Gifts in Kind**

Gifts in kind includes donated accounting services of £21,000, these amounts are included in the appropriate expenditure headings of accounting services and Independent Examination.

<b>6 Investment Income</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Bank deposit interest received	301	403

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

<b>7 Staff Costs and Emoluments</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Gross Salaries	58,533	56,420
Employer's National Insurance	4,439	5,525
	<u>62,972</u>	<u>61,945</u>
<b>Numbers of full time employees or full time equivalents</b>	<b>2009</b>	<b>2008</b>
Engaged on charitable activities	2.0	3.0

There were no fees or other remuneration paid to the trustees  
There were no employees with emoluments in excess of £60,000 per annum

- 8 Trustees' remuneration**  
Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year.
- 9 Tangible functional fixed assets**

	<b>Leasehold Land and Buildings £</b>	<b>Plant, Machinery &amp; Vehicles £</b>	<b>Total £</b>
<b>Asset cost, valuation or revalued amount</b>			
At 1 January 2009	2,153	16,599	18,752
Additions	-	1,202	1,202
At 31 December 2009	<u>2,153</u>	<u>17,801</u>	<u>19,954</u>
<b>Accumulated depreciation and impairment provisions</b>			
At 1 January 2009	2,153	15,452	17,605
Depreciation on revaluation	-	-	-
Charge for the year	-	712	712
At 31 December 2009	<u>2,153</u>	<u>16,164</u>	<u>18,317</u>
<b>Net book value</b>			
At 31 December 2009	<u>-</u>	<u>1,637</u>	<u>1,637</u>
At 31 December 2008	<u>-</u>	<u>1,147</u>	<u>1,147</u>

All assets are used for direct charitable purposes & there are no inalienable or heritage assets

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

<b>10 Debtors</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Trade debtors	79	-
Rent deposit	250	250
	<u>329</u>	<u>250</u>

<b>11 Creditors: amounts falling due within one year</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,295	2,970
Accrued expenses	1,017	657
PAYE and NI	1,565	1,185
Unpaid Pension Contributions	-	3,899
	<u>3,877</u>	<u>8,711</u>

**12 Related party transactions**  
There are no related party transactions

<b>13 Analysis of the Net Movement in Funds</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	39,096	8,782
Net resources applied on functional fixed assets	(1,202)	(1,517)
<b>Net movement in funds available for future activities</b>	<u>37,894</u>	<u>7,265</u>

The net resources applied on functional fixed assets and the net investment in programme related investments represents the cost of additions less proceeds of any disposals.

**14 Particulars of Individual Funds and analysis of assets and liabilities representing funds**  
**At 31 December 2009**

	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
Tangible Fixed Assets	1,637	-	-	1,637
Current Assets	63,425	-	2,910	66,335
Current Liabilities	(3,877)	-	-	(3,877)
	<u>61,185</u>	<u>-</u>	<u>2,910</u>	<u>64,095</u>

	Unrestricted funds	Designated funds	Restricted funds	Total Funds
	£	£	£	£
<b>At 1 January 2009</b>				
Tangible Fixed Assets	1,147	-	-	1,147
Current Assets	28,605	-	3,958	32,563
Current Liabilities	(8,711)	-	-	(8,711)
	<u>21,041</u>	<u>-</u>	<u>3,958</u>	<u>24,999</u>

**Action on Pre Eclampsia Ltd**  
**Notes to the Accounts**  
**for the year ended 31 December 2009**

The individual funds included above are :-

	Funds at 2008	Movements in Funds as below	Transfers Between funds	Funds at 2009
	£	£	£	£
General fund	21,041	40,144	-	61,185
Department of Health	3,958	(1,048)	-	2,910
	<u>24,999</u>	<u>39,096</u>	<u>-</u>	<u>64,095</u>

**Analysis of movements in funds as shown in the table above**

	Incoming Resources £	Outgoing Resources £	Gains & Losses £	Movement in funds £
General fund	145,583	105,439	-	40,144
Department of Health	8,750	9,798	-	(1,048)
	<u>154,333</u>	<u>115,237</u>	<u>-</u>	<u>39,096</u>

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

There are no funds in deficit.

**15 Endowment Funds**

The charity had no endowment funds in the year ended 31-Dec-2009 or in the year ended 31-Dec-2008

**16 Share Capital**

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter

**Action on Pre Eclampsia Ltd**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 December 2009**

**Status of this schedule to the Statement of Financial Activities**

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2009	2009	2009	2008
	£	£	£	£
<b>Incoming Resources</b>				
<b>Incoming Resources from generated funds</b>				
<b>Voluntary Income</b>				
<b>Grants, legacies and donations</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Grants	-	-	-	5,109
Department of Health grants	-	8,750	8,750	14,000
Scottish Executive grants	4,000	-	4,000	3,000
<b>Total</b>	<b>4,000</b>	<b>8,750</b>	<b>12,750</b>	<b>22,109</b>
<b>Non government and non public bodies</b>				
<b>Incoming resources of a revenue nature - grants, donations and legacies</b>				
Donations	118,235	-	118,235	89,229
<b>Total</b>	<b>118,235</b>	<b>-</b>	<b>118,235</b>	<b>89,229</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>122,235</b>	<b>8,750</b>	<b>130,985</b>	<b>111,338</b>
<b>Gifts in kind, donated services and facilities</b>				
Gifts	21,000	-	21,000	22,000
<b>Total Gifts in kind, donated services and facilities</b>	<b>21,000</b>	<b>-</b>	<b>21,000</b>	<b>22,000</b>
<b>Total Voluntary Income</b>	<b>143,235</b>	<b>8,750</b>	<b>151,985</b>	<b>133,338</b>
<b>Activities for generating funds</b>				
Fundraising activities	1,827	-	1,827	17,057
Conferences and courses	-	-	-	2,870
Other	220	-	220	3,141
<b>Total of activities for generating funds</b>	<b>2,047</b>	<b>-</b>	<b>2,047</b>	<b>23,068</b>
<b>Investment Income</b>				
Bank deposit interest received	301	-	301	403
<b>Total Investment Income</b>	<b>301</b>	<b>-</b>	<b>301</b>	<b>403</b>
<b>Total Incoming Resources</b>	<b>145,583</b>	<b>8,750</b>	<b>154,333</b>	<b>156,809</b>
<b>Costs of generating funds</b>				

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2009	2009	2009	2008
	£	£	£	£
<b>Costs of generating voluntary income</b>				
Fundraising publicity	172	-	172	351
Cost of fundraising activities	8,968	-	8,968	59,883
	<b>9,140</b>	<b>-</b>	<b>9,140</b>	<b>60,234</b>
<b>Support costs for generating voluntary income</b>				
Depreciation of assets used for fundraising	142	-	142	256
	<b>142</b>	<b>-</b>	<b>142</b>	<b>256</b>
<b>Total costs of generating voluntary income</b>	<b>9,282</b>	<b>-</b>	<b>9,282</b>	<b>60,490</b>
<b>Charitable expenditure</b>				
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Gross wages and salaries - charitable activities	24,099	4,376	28,475	24,646
Employers' NI - Charitable activities	3,048	-	3,048	2,485
Resource Costs	3,638	5,422	9,060	7,488
Temporary Staff - Charitable Activities	11,748	-	11,748	-
Travel and Subsistence - Charitable Activities	1,677	-	1,677	-
Marketing of services	1,721	-	1,721	-
	<b>45,931</b>	<b>9,798</b>	<b>55,729</b>	<b>34,619</b>
<b>Management and administration costs in support of charitable activities</b>				
<b>Staff costs in support of charitable activities</b>				
Salaries - Administrative staff	13,275	-	13,275	26,508
Employers' NI - Administrative staff	1,391	-	1,391	3,040
	<b>14,666</b>	<b>-</b>	<b>14,666</b>	<b>29,548</b>
<b>Indirect employee costs</b>				
Temporary staff and recruitment	5,035	-	5,035	5,266
Travel and subsistence	419	-	419	2,075
Recruitment expenses	-	-	-	170
Redundancy	-	-	-	7,340
	<b>5,454</b>	<b>-</b>	<b>5,454</b>	<b>14,851</b>
<b>Premises Costs</b>				
Rent payable	1,133	-	1,133	1,467
Rates, water and service charges	-	-	-	124
Insurance	102	-	102	95
Room Hire	-	-	-	72
Light and heat	-	-	-	5
Cleaning	79	-	79	78
Premises repairs and renewals	-	-	-	7
Relocation Fees	-	-	-	312
Storage	-	-	-	63
	<b>1,314</b>	<b>-</b>	<b>1,314</b>	<b>2,223</b>

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2009	2009	2009	2008
	£	£	£	£
<b>General administrative expenses:</b>				
Telephone and fax	497	-	497	985
Postage	254	-	254	259
Stationery and printing	1,335	-	1,335	285
Subscriptions	454	-	454	698
Software	292	-	292	65
Advertising and PR	-	-	-	118
Bank charges	121	-	121	46
Sundry expenses	-	-	-	321
	<b>2,953</b>	<b>-</b>	<b>2,953</b>	<b>2,777</b>
<b>Professional fees in support of charitable activities</b>				
Accountancy costs other than examiners/audit	11,098	-	11,098	1,081
Consultancy fees	9,000	-	9,000	-
Legal fees	92	-	92	15
	<b>20,190</b>	<b>-</b>	<b>20,190</b>	<b>1,096</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	356	-	356	-
	<b>356</b>	<b>-</b>	<b>356</b>	<b>-</b>
<b>Total Support costs</b>	<b>90,864</b>	<b>9,798</b>	<b>100,662</b>	<b>85,114</b>
<b>Support costs for grants paid</b>				
Costs reallocated from charity support costs	-	-	-	-
<b>Total Expended on Charitable Activities</b>	<b>90,864</b>	<b>9,798</b>	<b>100,662</b>	<b>85,114</b>
<b>Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work</b>				
<b>Specific governance costs</b>				
Reporting Accountant's Fees	-	-	-	2,423
Independent Examiner's Fees	5,079	-	5,079	-
Depreciation of fixed assets used for governance	214	-	214	-
<b>Total governance costs</b>	<b>5,293</b>	<b>-</b>	<b>5,293</b>	<b>2,423</b>

The basis for the allocation of costs as shown above is explained in the accounting policies and the notes to the accounts

**Appendices to the Statement of Financial Activities  
for the year ended 31 December 2009**

*The following appendices are attached to detail the activity analysis required by the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008.*

1. Analysis of Total Incoming & Outgoing Resources by Activity
2. Analysis of Total Support Costs by Activity
3. Analysis of charitable expenditure by activity

## Action on Pre Eclampsia Ltd

### Appendix 1

#### Analysis of Total Incoming & Outgoing Resources by Activity for the year ended 31 December 2009

	Fundraising	Information	Education	Helpline	Admin & Support	Mang & Admin	2009 Total	2008 Total
	£	£	£	£	£	£	£	£
<b><i>Incoming resources from generated funds</i></b>								
Voluntary Income	62,279	12,642	24,493	11,701	18,319	22,551	151,985	133,338
Activities for generating funds	2,047	-	-	-	-	-	2,047	23,068
Investment Income	301	-	-	-	-	-	301	403
<b><i>Incoming resources from charitable activities</i></b>	-	-	-	-	-	-	-	-
<b><i>Other Incoming Resources</i></b>	-	-	-	-	-	-	-	-
<b>Total Incoming Resources</b>	<b>64,627</b>	<b>12,642</b>	<b>24,493</b>	<b>11,701</b>	<b>18,319</b>	<b>22,551</b>	<b>154,333</b>	<b>156,809</b>
<b><i>Costs of generating funds</i></b>								
Costs of generating voluntary income	9,282	-	-	-	-	-	9,282	60,490
Fundraising trading - costs of goods and other costs	-	-	-	-	-	-	-	-
Investment management costs	-	-	-	-	-	-	-	-
<b><i>Costs of charitable activities</i></b>	<b>16,249</b>	<b>12,642</b>	<b>24,493</b>	<b>11,701</b>	<b>13,026</b>	<b>22,551</b>	<b>100,662</b>	<b>85,114</b>
<b><i>Governance costs</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,293</b>	<b>-</b>	<b>5,293</b>	<b>2,423</b>
<b><i>Other resources expended</i></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total resources expended</b>	<b>25,531</b>	<b>12,642</b>	<b>24,493</b>	<b>11,701</b>	<b>18,319</b>	<b>22,551</b>	<b>115,237</b>	<b>148,027</b>
<b>Net Incoming Resources by activity</b>	<b>39,096</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,096</b>	<b>8,782</b>

## Action on Pre Eclampsia Ltd

### Appendix 2

#### Analysis of Total Support Costs by Activity for the year ended 31 December 2009

	Fundraising	Information 0	Education	Helpline	Admin & Support	Mang & Admin	2009 Total	2008 Total
Nature of support costs	£	£	£	£	£	£	£	£
Management	8,429	6,321	6,321	8,429	6,321	6,321	42,142	34,792
Finance	-	-	-	-	-	11,219	11,219	-
Information Technology	1,714	2,154	5,815	3,273	1,729	2,928	17,613	11,274
Human Resources	6,249	4,166	12,357		4,975	2,083	29,830	39,304
<b>Total support costs analysed by activity</b>	<b>16,392</b>	<b>12,641</b>	<b>24,493</b>	<b>11,702</b>	<b>13,025</b>	<b>22,551</b>	<b>100,804</b>	<b>85,370</b>

	2009 £	2008 £
<b>The above amounts are shown in the accounts as</b>		
Support costs for generating voluntary income	142	256
Support costs for fundraising trading	-	-
Support costs for charitable activities	100,662	85,114
Support costs for grants paid	-	-
	<b>100,804</b>	<b>85,370</b>

The basis of allocation of costs and the methods used are described in note 1 to the accounts

## Action on Pre Eclampsia Ltd

### Appendix 3

#### Analysis of charitable expenditure by activity for the year ended 31 December 2009

	Fundraising	Information 0	Education	Helpline	Admin & Support	Mang & Admin	2009 Total	2008 Total
Nature of charitable expenditure	£	£	£	£	£	£	£	£
Activities undertaken directly	-	-	-	-	-	-	-	-
Support costs of charitable activities	11,357	9,284	21,136	11,702	34,310	12,873	100,662	85,114
<b>Total charitable expenditure analysed by activity</b>	<b>11,357</b>	<b>9,284</b>	<b>21,136</b>	<b>11,702</b>	<b>34,310</b>	<b>12,873</b>	<b>100,662</b>	<b>85,114</b>

An explanation of the main features of charitable expenditure is given in note 1 to the accounts