

**British Association of Oral Surgeons**

**Charity No: 1112164  
Company No: 04294946**

**Report and Financial Statements  
For the year ended 31 December 2021**



**British Association of Oral Surgeons**

**Report of the Trustees**

**For the Year ended 31 December 2021**

The Trustees present their report with the financial statements for the company for the year ended 31 December 2021.

**Reference and Administrative Details**

**Charity Number: 1112164**

**Company Number: 04294946**

**Registered Office: Rose Cottage, Village Road, Cadole, Mold, Flintshire, CH7 5LL**

**Bankers: Royal Bank of Scotland**

**Secretary: Adrian Thorp**

**Trustees: The Trustees serving during the year and since the year-end were as follows:**

Paul Coulthard (President)  
Julie Burke (President Elect)  
Adrian Thorpe (Honorary Secretary)  
Rhian Jones (Treasurer)  
Rebecca Hierons  
Edmund Bailey  
Adrian Curtis  
Kelly Gillian  
Judith Jones  
Divya Keshani  
Lee Mercer  
Catherine Sternberg  
Kathryn Taylor  
Gurnam Aulakh  
Helen Paterson  
Tara Renton

## **BRITISH ASSOCIATION OF ORAL SURGEONS**

### **Report of the Trustees**

For the Year ended 31 December 2021

The Trustees of the British Association of Oral Surgeons (BAOS) present their annual report and financial statements of the charity for the year ended 31 December 2021.

The financial statements comply with the Charities and Trustee Investment Act 2005, the Charities Accounts Regulations 2006 (as amended), 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 applicable in the UK and Republic of Ireland (Charities SORP FRS102).

### **Objectives and Activities**

Our purpose is to promote the advancement of education research and the development of Oral Surgery in the British Isles and to encourage and assist postgraduate education study and research of Oral Surgery by arranging regular lectures and demonstrations, encouraging the publication of articles and promoting the advancement of theory and practice.

### **Achievements and Performance**

Following a difficult 2020, BAOS focussed on consolidating our position in 2021. We continued with online webinars and lectures as the feedback from our members indicated that the online format was convenient and the CPD being delivered was of a high quality. In order to minimise our financial risk, we made a decision to once again postpone the Annual Conference as we felt face-to-face learning was still prone to cancellation due to Covid levels, and it is now planned for November 2022.

### **Financial Review**

The financial statements follow on pages 8 to 12. These statements are prepared in terms of the Statement of Recommended Practice 2005 – Accounting and Reporting by Charities and the Companies Act 2006.

#### *Reserves Policy*

BAOS had free reserves at 31 December 2021 of £209,349 (2020: £252,553). The Trustees consider that the charity should hold sufficient reserves to cover six months' running costs to cover unanticipated cost increases or income deficiencies out with the normal budgetary expectations. Any excess funds will be used by Trustees to increase the profile of the Association, to carry out national audit projects to improve patient safety and quality assurance in Oral Surgery and to subsidise events with a view to increasing the Associations membership.

#### *Plans for Future Years*

The Teaching and Learning Course was rescheduled for May 2022 and was a great success. We are now planning the next T&L course for June 2023. Our annual conference is scheduled for November 2022. We are planning to return to face-to-face Council meetings but will also continue with some online meetings while we monitor the continued effects of Covid.

## **BRITISH ASSOCIATION OF ORAL SURGEONS**

**Report of the Trustees (continued)**  
For the Year ended 31 December 2021

### **Reference and Administrative Details**

The information relating to the British Association of Oral Surgeons is contained on page 2. The Trustees who served during the year and to the date of this report are listed.

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

#### *Governing Document*

British Association of Oral Surgeons is a charitable organisation and is governed by its Constitution dated 26 September 2001 (Revised September 2014). It is a registered charity with the Charity Commission for England and Wales.

#### *Trustee induction and training*

New Trustees are briefed on their legal obligations under charity law, the content of the Memorandum and Articles of Association, the committee and decision-making processes and the recent financial performance of the charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of the role.

#### *Organisation*

The Board of Trustees administers the charity and meets regularly throughout the year.

#### *Risk Management*

The Trustees are satisfied that the major risks to which the charity is exposed have been reviewed and procedures have been established to manage these risks.

During 2020/2021, we have had issues with accessing our bank account as the account was "frozen" due to suspected fraudulent activity. This meant a number of payments were not able to be made in 2020 and were delayed until 2021. We have worked with our bank to prevent this inconvenience happening again in the future.

#### *Coronavirus Pandemic*

The membership of BAOS has remained stable despite the Coronavirus pandemic but undoubtedly our income has reduced over the last two years as we have been unable to hold our annual conference. However, in being pragmatic regarding the scheduling of face-to-face events we have minimised the risk to BAOS by reducing the potential for financial loss. We now feel confident that the rescheduled conference in November 2022 will be able to go ahead with no risk of interruption or cancellation due to covid.

## **BRITISH ASSOCIATION OF ORAL SURGEONS**

### **Report of the Trustees (continued)**

For the Year ended 31 December 2021

### **Structure, Governance and Management (continued)**

#### *Investment Policy –*

BAOS is a charitable company and there are no restrictions or limitations to the investment powers of the Trustees within the articles of association. An on-going review of the BAOS financial position has shown that there is consistently a surplus of funds in the charity's current account.

At this time, BAOS Council feels that there should be little risk attached to the investment plan. This will be reviewed in the future if extra funds become available.

In the future if further investments are necessary then the service of an independent financial advisor will have to be retained and an ethical investment strategy developed. This policy will be reviewed after a further year.

## **BRITISH ASSOCIATION OF ORAL SURGEONS**

### **Report of the Trustees**

For the Year ended 31 December 2021

### **Statement of Trustees' Responsibilities**

The Trustees of the British Association of Oral Surgeons are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practices).

Charity law requires the Trustees to prepare financial statements for each financial year, which gives a true and fair view of the state of affairs of the charitable organisation and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those 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 business

The Trustees are responsible for keeping proper accounting records which 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 Statement of Recommended Practice 2005 – Accounting and Reporting by Charities and the Companies Act 2006. 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.

By order of the Board



Treasurer  
Rhian Jones

Date 05 September 2022

**BRITISH ASSOCIATION OF ORAL SURGEONS**  
**Independent Examiner's Report to the Trustees**  
For the Year ended 31 December 2021

I report on the accounts of the charity for the year ended 31 December 2021 which are set out in the pages 8 to 12.

**Respective responsibilities of Trustees and examiner**

The Trustees (who are also 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 that an independent examination is needed. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants of Scotland.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my 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 my attention.

**Basis of independent examiner's statement**

My examination is carried out in accordance with the General Directions given by the Charity Commission Regulations 2006. 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 seeks explanations from the 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.

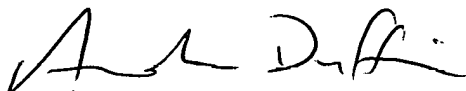
**Independent examiner's statement**

In the course of 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 386 of the Companies Act 2006 and,
- to prepare accounts with accord the accounting records and comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Andrew Duffin – Chartered Accountant  
M 27162  
68 South Trinity Road  
Edinburgh

27<sup>th</sup> September 2022

## BRITISH ASSOCIATION OF ORAL SURGEONS

### Statement of Financial Activities

(Incorporating Income and Expenditure Account)

For the year ended 31 December 2021

	Notes	Unrestricted Funds	Total 2021	Total 2020
<b>Income and endowments</b>				
Charitable activities	3	123,269	123,269	118,142
Investments	4	40	40	197
<b>Total</b>		<u>123,309</u>	<u>123,309</u>	<u>118,339</u>
<b>Expenditure</b>				
Charitable activities	5	<u>166,513</u>	<u>166,513</u>	<u>45,930</u>
<b>Total</b>		<u>166,513</u>	<u>166,513</u>	<u>45,930</u>
<b>Net movement in funds</b>		<u>(43,204)</u>	<u>(43,204)</u>	<u>72,409</u>
<b>Reconciliation of funds</b>				
Total funds brought forward	8	<u>255,553</u>	<u>255,553</u>	<u>180,144</u>
<b>Total funds carried forward</b>		<u>209,349</u>	<u>209,349</u>	<u>255,553</u>

The results set out in the income and expenditure account above derive wholly from the continuing operations of the company.

All of the activities listed within 2021 related wholly to the unrestricted fund.



## BRITISH ASSOCIATION OF ORAL SURGEONS

### Balance Sheet

As at 31 December 2021

	Notes	2021 £	2020 £
<b>Current Assets</b>			
Debtors: amounts falling due within one year	6	1,626	368
Cash at bank and in hand		<u>210,787</u>	<u>253,235</u>
		<u>212,413</u>	<u>253,603</u>
<b>Current Liabilities</b>			
Creditors: amounts falling due within one year	7	<u>3,064</u>	<u>1,050</u>
Net Current Assets		<u>209,349</u>	<u>252,553</u>
Total Assets less Current Liabilities		<u>209,349</u>	<u>252,553</u>
<b>Capital and Reserves</b>			
Unrestricted Fund	8	<u>209,349</u>	<u>252,553</u>
Total Funds		<u>209,349</u>	<u>252,553</u>

The Company is entitled to exemption for audit under section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the Company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for:

(a) ensuring that the Company keep accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and

(b) preparing financial statements which give a true and fair view of the state of affairs of the Company as at the end of each financial year and of its profit and loss for each 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 the financial statements, so far as acceptable to the Company.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the Small Companies Regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on 5<sup>th</sup> September 2022 and were signed on its behalf by:



Treasurer  
Rhian Jones  
05 September 2022

## **BRITISH ASSOCIATION OF ORAL SURGEONS**

### **Notes to the Financial Statements**

For the year ended 31 December 2021

#### **1. Legal Status**

The Company is limited by guarantee and does not have share capital.

According to the Memorandum of Association of the Company, every member undertakes to contribute to the assets of the Company in the event of its being wound up while they are a member, such amount as to be required and not exceeding £1.

#### **2. Accounting Policies**

##### **a) Basis of Accounting**

The financial statements are 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 applicable in the UK and Republic of Ireland (Charities SORP FRS102) (effective 1 January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant policy note.

##### **b) Income**

Subscriptions and all other income are stated at the amounts receivable in the year.

##### **c) Expenditure**

All expenditure is included on an accruals basis and has been directly attributed to one of the financial categories of resources expended in the Income and Expenditure Account and Statement of Financial Activities. The expenditure also includes irrecoverable VAT.

##### **d) Debtors**

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any discounts due.

##### **e) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will likely result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

## BRITISH ASSOCIATION OF ORAL SURGEONS

### Notes to the Financial Statements (continued)

For the year ended 31 December 2021

#### 2. Accounting Policies (continued)

##### f) Taxation

No provision for corporation tax is necessary as the company has charitable status and does not trade. The company suffers input VAT on some of its expenditure which it does not recover.

#### 3. Income from charitable activities

	2021	2020
	£	£
<b>Unrestricted Fund</b>		
Membership	108,354	97,819
Conferences and courses	4,640	10,705
Journal and video income	9,220	7,498
Other income	1,054	2,122
	<u>123,269</u>	<u>118,142</u>

#### 4. Investments

	2021	2020
	£	£
Bank Interest	40	197

#### 5. Charitable activities

	2021	2020
	£	£
<b>Unrestricted Fund</b>		
Conferences and courses	9,025	14,463
Meeting rooms and catering	5,488	459
Oral Surgery Journal	17,500	21,000
Facility costs	121,578	2,603
Professional and legal services	2,341	83
Accountancy fee	1,050	1,300
Website	2,892	788
Insurance	-	283
Computer systems	2,220	837
General expenses	925	608
Bank Charges	1,442	1,209
Membership refunds	1,718	2,302
	<u>166,513</u>	<u>45,930</u>

**BRITISH ASSOCIATION OF ORAL SURGEONS****Notes to the Financial Statements (continued)**  
For the year ended 31 December 2021**6. Debtors**

	2021 £	2020 £
Conference deposits	1,242	-
Prepayments	<u>384</u>	<u>368</u>
	<u>1,626</u>	<u>368</u>

**7. Creditors**

	2021 £	2020 £
Accruals	<u>3,064</u>	<u>1,050</u>
	<u>3,064</u>	<u>1,050</u>

**8. Statement of Funds**

	At 31 December 2020 £	Incoming Resources £	Resources Expended £	At 31 December 2021 £
Unrestricted Fund	<u>252,553</u>	<u>123,309</u>	<u>(166,513)</u>	<u>209,349</u>
<b>Total</b>	<u>252,553</u>	<u>123,309</u>	<u>(166,513)</u>	<u>209,349</u>

The Unrestricted Fund represents the funds which the company is free to use in accordance with its charitable activities.