



**BRITISH MEDICAL  
ACUPUNCTURE SOCIETY**

**British Medical Acupuncture Society  
(Limited by Guarantee)**

**Annual Report**

**Year Ended 31 December 2008**



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### **Officers and Professional Advisers**

#### **Officers who are also Directors**

Dr F Reid (President - retired 4 June 2008)  
 Dr J Filshie (Company Secretary)  
 Dr A J M Forrester (Treasurer)  
 Dr C Brian (appointed President 4 June 2008)  
 Dr A C H Campbell  
 Dr W D Campbell (retired 4 June 2008)  
 Dr J Edwards  
 Dr J Foell (appointed 4 June 2008)

Dr J Freedman  
 Dr F Garrett – Ryan (resigned 10 December 2008)  
 Mrs H Lane  
 Dr C A Lewis  
 Dr R Narayanan (appointed 4 June 2008)  
 Dr K S Prasad  
 Dr J S Rae (retired 4 June 2008)  
 Mrs M L Richardson

**Company Secretary** Dr J Filshie

**Registered Office** British Medical Acupuncture Society  
 Royal London Homoeopathic Hospital  
 60 Great Ormond Street  
 London WC1N 3HR

**Registered Number** 3238938

**Registered Charity Number** 1057942

<b>Bankers</b>	Lloyds TSB Bank Plc	Standard Life Bank Limited
	Sparkhill Branch	Caledonian Exchange
	538 Stratford Road	19a Canning Street
	Birmingham B11 4BD	Edinburgh EH3 8GZ

**Auditors** Francis Clark  
 Chartered Accountants  
 North Quay House  
 Sutton Harbour  
 PLYMOUTH PL4 0RA

## **Officers' Report**

The officers submit their report and the audited financial statements for the year ended 31 December 2008. The accounts have been drawn up in accordance with appropriate statutory regulations, the company Memorandum and Articles of Association and SORP 2.

## **Structure, governance and management**

The company is limited by guarantee, having no share capital. It is a registered charity. In the event of the company being wound up, the liability of each member is limited to £10. The company was incorporated on 16 August 1996 and is bound by its Memorandum and Articles of Association.

The Council of Management, a body of not less than five nor more than fifteen, two of whom must be Officers, control the company. Officers and other members of the committee are elected by a quorum of at least five Council Members from among the voting members of the society. All candidates for election must be proposed and seconded in writing to the secretary by a voting member.

## **Objective and activities**

The main purpose of the company is to stimulate and promote the use and scientific understanding of acupuncture as part of the practice of medicine for the public benefit.

## **Financial review**

The excess of income over expenditure for the year was £180,987 on the unrestricted general fund and £3,003 on the restricted fund.

## **Reserves policy**

The Charity's policy for determining the level of income reserves, which it is appropriate to maintain in order to meet its needs effectively, is to maintain at least five years of expenditure costs in its reserves with the balance being held for premises building purposes.

## **Risks**

The major risks to which the Charity is exposed have been reviewed and systems have been established to mitigate those risks.

## **President's Report**

The British Medical Acupuncture Society has continued to flourish and prosper during the past year. We had two very successful National Meetings – the Spring saw us back in York and in the Autumn we were privileged to be at the Royal Institution in London, famous for its Christmas lectures and also for the fact that our Medical Director was the first acupuncturist in its esteemed history to lecture there!

I will briefly mention a number of issues without stealing the thunder of the other reports. Our relatively new website continues to develop and attracts an increasing number of visitors. The regulation issue continues to ebb and flow, depending on how distracted our politicians are at the time, but it is undoubtedly coming and will have potentially far-reaching effects on our members. We are working to ensure that we are prepared for it.

Our new Education programme in collaboration with the University of Hertfordshire continues to develop apace with many members studying hard towards the new Certificate, Diploma and MSc.

There has been a slight downturn in the number of BMAS members and also in those attending some of our courses and meetings. This is to be expected in the present financial climate with pressure on health professionals' time and the reluctance of many Primary Care Trusts and hospitals to finance acupuncture clinics.

The Regional groups continue to play a strong role in retaining members and I am delighted that Fawzi Sharara agreed to become the Regional Groups Co-ordinator. He will be hosting a Regional Group Leaders' meeting at our BMAS Spring Meeting in Glasgow.

I am very pleased that over the past few months we have updated and modernised our Standing Orders: this has included giving our various Standing Committees more decision-making autonomy, which will, in turn, free up valuable Council time.

During 2008 the BMAS journal *Acupuncture in Medicine* became part of the BMJ Group publishing "stable". This can only enhance the journal's reputation and that of the Society; great credit must go to Adrian White and Mike Cummings for this achievement.

The Society is very fortunate to have so many skilled and hard-working people working on its behalf, often behind the scenes. Special thanks must go to our Medical Director, Mike Cummings, whose commitment to the BMAS goes far beyond any job description. Thanks also to his Support Manager Allyson Brown and General Manager Julie Cummings and her staff at the Northwich Office without whom nothing much would happen!

My thanks also go to the Chairmen of the various Standing Committees and to all members of Council for their considerable efforts over the past year.

We have an exciting and challenging year ahead (including a return visit to Barcelona for our Autumn Meeting) and members can be reassured that we are fortunate in having a great deal of expertise and experience working for the benefit of the Society.

**Dr Chris Brian**

### **Honorary Treasurer's Report**

2008 was another good financial year for the Society despite the predicted downturn. We have healthy reserves and an adequate surplus to weather the storm in the sea of financial change. However, in the present economic climate we must be prudent and keep our expenditure under constant review.

The Society has been working hard to further its aims and objectives, and the membership and subscriptions are indispensable to our work. We have not increased subscriptions for five years and have introduced a 'Salary Link' for members who earn less than a specified amount, with the aim of improving retention and helping the Society blossom.

Education is also a mainstay of the Society's income and this has picked up after a slow start in the Spring. We have a strong financial base to maintain the values of the Society and our officers work tirelessly for the Society's mission.

**Dr A J M Forrester**

### **Education Committee Report**

The role of the education committee is to ensure that the educational activities offered by the BMAS remain of a high quality and relevant to all professionals interested in learning about Western medical acupuncture.

The University of Hertfordshire programme has remained popular and now has over 70 students enrolled. The first diplomas will be awarded in July 2009 with the majority of students progressing towards an MSc. We are grateful to Marion Richardson whose enthusiasm and hard work helps to maintain the popularity and success of the programme.

Although we did not manage to emulate the bumper year of 2007, the Foundation Courses continued to be popular in 2008. The numbers of medical professionals attending educational events dropped in 2008 and we were victims of this trend. The enthusiasm of the delegates and the feedback we received suggest that the courses continue to fulfil the educational aims of the Society. In January 2009 we held a workshop for Foundation Course lecturers. This was an educational and team building exercise that was both informative and enjoyable.

The BMAS continued to provide a broad range of educational meetings throughout 2008 including courses on women's health and electroacupuncture. We were pleased to welcome internationally renowned speakers both to these and to our Spring and Autumn Meetings.

Many Regional Groups continue to meet on a regular basis and we are grateful to the group organisers for their hard work in maintaining this important aspect of the Society's activities. We are pleased to announce that Fawzi Sharara has agreed to act as Regional Group Coordinator. Fawzi lectures on the Foundation Courses and organises the Scotland Acupuncture Group.

On behalf of the Education Committee I would like to thank Mike Cummings, the staff, and all the members involved in the educational activities of the BMAS.

**Dr Jonathan Edwards**

## **Professional Services Committee Report**

The Professional Services Committee's role is to ensure that services to members are appropriate and cost effective for the Society.

Our major focus has been on continuing to provide high quality training in a competitive market place and in a climate of recession. Several other organisations offer acupuncture courses but I believe that BMAS has established itself as a market leader as judged by the feedback we consistently receive and the strong links we have established with national organisations through the tireless work of our Medical Director. A major coup here has been the new association with BMJ journal group and a brand new journal - the first edition is in print as I write.

Unfortunately but perhaps inevitably, this year has seen a significant fall in numbers attending courses and the Committee has spent some time looking at how to enhance publicity through targeted advertising and enhancing our web profile to address this. We continue to offer a wide range of other training opportunities including very successful and well subscribed courses in electro-acupuncture, anatomy and women's health and last summer we welcomed back Bob Gerwin from the United States for two masterclasses in myofascial pain.

The Spring and Autumn meetings provided high calibre speakers from the acupuncture world, and I would encourage any member not able to attend to make use of the DVD library available from the BMAS office for a small rental fee and loaned freely for Regional Groups to use. These groups provide support for practitioners up and down the country and are the lifeblood of the society - we are very aware of the need to develop and support them and their leaders.

The area of professional regulation remains uncertain but I believe we have strengthened our position by our close association with the University of Hertfordshire and the modular MSc in Western Medical Acupuncture and a significant number of our members are now enrolled on courses.

Provision of acupuncture through practice based commissioning has been a personal crusade and rightly a focus of the Society. This is an important area where practitioners need our support and we must draw on the positive experiences up and down the country and share the success stories to allow dissemination of good practice. The area of accreditation by PCTs of GPwSIs in acupuncture is fast emerging as a new challenge that will require our focus and input.

On a personal level I very much regret not being able to continue as a trustee and BMAS council member and would like to particularly thank our current President Chris Brian for his support and wise counsel during my period on Council.

**Dr Jonathan Freedman**

## Membership Committee Report

The Membership Committee had a change of chair this year as former Chairman Chris Brian is now the President of the Society, and I hope that as a “non-doctor” I am up to the challenge of following in his footsteps.

As in previous years, the Committee monitored the number of new members but is concerned that the number renewing their membership continues to fall. We are continually looking at exciting and innovative ideas to benefit members of the Society and appreciate the loyal support of those who choose to renew their membership, especially in these financially challenging times.

The Regional Group Leaders’ meeting linked to the Spring 2008 meeting was an extremely valuable exercise and those who were not able to attend received a report of the meeting. There was a great deal of enthusiasm for holding a similar meeting next year.

Attendance at the Spring meeting was disappointingly low, so a questionnaire was circulated to try and establish the factors that attract participants, in order to meet members’ requirements for future meetings. Numbers attending the Autumn meeting were also down, and again we are looking at ways in which this can be improved.

I am grateful to the members of this Committee — Chris Brian, Jonathan Edwards, Max Forrester, and Jeanne Lythgoe — for their enthusiastic support and their ideas for making membership of the Society more attractive both in terms of recruitment and retention and in terms of benefits for the members.

**Helen Lane**

## Medical Director’s Report

The first landmark in 2008 was one of the NICE Guideline Development Group meetings for chronic low back pain. Things were going quite well in this group for acupuncture, so it was a big disappointment when the NICE osteoarthritis guidelines were published in February with a negative recommendation for electro-acupuncture. The draft had contained a recommendation for acupuncture (but not electro-acupuncture). I had a contact in NICE who offered to get me an audience with the man in charge of guidelines, so I jumped at the chance, and found myself discussing the interpretation of sham controlled RCTs with someone who had been a medical SHO under Peter Baldry. I was very hopeful that acupuncture would receive a fair reanalysis... but that is not how it works when a guideline has been published and you lack political power, and it is a very small aspect of the whole project. The best we can now expect is a debate article in *Acupuncture in Medicine*.

In early February I had the rare opportunity of taking a week out to do a Cochrane reviewers finishing course. It was a very interesting week in many ways, but the *quid pro quo* was that I had to get more involved in the review concerned, and it stretched through the rest of 2008.

I had been keeping an eye on tablets for a few years (a tablet PC is like a laptop, but the screen is touch sensitive, and it allows direct drawing on the screen), and I decided to get one for Tom Lundeberg’s day on physiology. The idea was that we could keep the drawings in digital format and add references. Unfortunately it did not quite work out like that, but I am keen to keep experimenting with the technology.

### **Medical Director's Report continued**

Next was a trip to one of many places called 'the end of the world'. It was a peninsula in the Oslofjord, and the event was the annual meeting of the Norwegian Medical Acupuncture Society. There was lots of granite, fatty food and the names were difficult to pronounce, but it was an interesting trip and the hospitality was excellent.

The BMAS Spring Meeting was held in York. I was in a room overlooking the race course, we had a lecture from a Viking descendant (Lars), and we had a very enjoyable dinner on a Victorian street within York Castle Museum.

In July I attended a meeting in Glasgow for NHS QIS (Quality Information Scotland). They were commissioning an evidence note on acupuncture for low back pain. The final report published in September 2008 was well written and positive for chronic low back pain.

I went camping with the family in August on a Boys' Brigade camp. I bought a fancy new tent, inflatable sofa bed, LED lights, large sleeping bag, and various pumps for inflating air beds. One of the pumps was a particularly well-designed device that forced out air whether or not you pushed or pulled on the handle. I was so impressed that I went around camp inflating all the airbeds for the lads. The next day I developed a good case of lateral epicondylalgia, and it has stayed with me since!

Later in August I attended the 12<sup>th</sup> World Congress on Pain in Glasgow (this is organised by the IASP – International Association for the Study of Pain). I had applied some two years previously to run a workshop on Western medical acupuncture at this event, and I am pleased to report that the workshop was full, with about 150 people attending. Tom Lundeborg, Panos Barlas and I spoke at the session, and it was a great success. Hopefully similar sessions will be held at the next congress in Montreal (I have not proposed one myself, but I know that colleagues have made proposals).

In the Autumn I had my second teaching trip to Shetland (I got a furry puffin this time, as real ones were out of season), a trip to Berlin for the 1<sup>st</sup> European Integrative Medicine Conference hosted by Stefan Willich at the Charité, and finally a weekend in Coimbra, home to one of the oldest medical schools in Europe.

The BMAS Autumn Meeting was held in the famous Royal Institution lecture theatre, where the Christmas lectures are presented. We were very lucky to have Maria Giamberardino (a member of the IASP Council) speaking about viscerosomatic relations and myofascial trigger points, finally giving us hard data to support the folklore that we have been handing down for years in the BMAS.

One of the highlights of the Autumn for me was seeing some large men performing classical ballet (taking both male and female parts). This was the Ballets Trockadero de Monte Carlo, and they are fantastically funny and very talented dancers as well – you must go and see them next time they are in your town!

**Dr Mike Cummings**

## **Journal Editor's Report**

The challenge that had loomed increasingly large for us over recent years, and reached its culmination in 2008, was: how is *Acupuncture in Medicine* going to survive and prosper as an independent journal in the age of electronic scientific publishing?

The particular problems we had identified were: how to handle the submitted articles and track them and their reviews reliably; how to promote the journal internationally on the internet; how to tap into the system of automated article by institutions; how to archive open access articles in the repositories; how to achieve an 'Impact factor' which is essential to attract research papers; and how to deal with increasingly complex legal problems such as copyright. The journal had reached a stage where it could either fossilise and possibly eventually decay as a somewhat parochial 'house journal' of the BMAS, or it could take the vision of the Society forward and become the leading international source of information on medical acupuncture.

A subcommittee was duly set up in July, and super-efficiently reported back to the Council in September, recommending that the BMJ Group be invited to publish the journal as part of their new Affinity programme for society journals. This arrangement promises to provide the solutions to all our problems (!) BMAS members should be clear that the Society still owns the journal, and that the editorial board is firmly attached to the concept of a paper journal delivered to members' doormats each quarter, as an important token of membership of the Society. But we hope it will come to mean much more than a token.

So we are at the beginning of a new phase, with new challenges. We need more articles to fill the journal and attract new (and existing) readers. We are widening the scope of the journal: traditionally it always concentrated on research articles and so tended to be rather dry to read, so quite often was filed on the bookshelf still unwrapped. We are working hard to include editorials, commentaries and debate articles, so that our members will find it actually worth unwrapping, and definitely worth reading.

BMAS members are encouraged to write for the journal. Many have the necessary combination of novel idea and writing skills, so they should write those ideas down and float them across the editor's email to see if they are worth pursuing. And members should also remember that travel reports relating in some way to acupuncture are very welcome – and high resolution colour photographs can be included free of charge. The other major challenge for the journal is to finance the new publication arrangements; currently the journal costs more than it brings in, but our business plan is to break even at the end of 2010, mainly by new subscriptions and by sales of electronic reprints.

We shall be increasing the facilities for feedback to the journal over the coming months; until then, please email the editor your ideas on how to make the journal more attractive and readable.

**Dr Adrian White**

**Officers**

The following officers, who are also the directors, served during the year:

Dr F Reid (President - retired 4 June 2008)  
Dr J Filshie (Company Secretary)  
Dr A J M Forrester (Treasurer)  
Dr C Brian (appointed President 4 June 2008)  
Dr A C H Campbell  
Dr W D Campbell (retired 4 June 2008)  
Dr J Edwards  
Dr J Foell (appointed 4 June 2008)

Dr J Freedman  
Dr F Garrett – Ryan (resigned 10 December 2008)  
Mrs H Lane  
Dr C A Lewis  
Dr R Narayanan (appointed 4 June 2008)  
Dr K S Prasad  
Dr J S Rae (retired 4 June 2008)  
Mrs M L Richardson

**Auditors**

The auditors, Francis Clark, Chartered Accountants, were appointed by the directors in accordance with Section 385 A Companies Act 1985. A resolution to reappoint them will be proposed at the Annual General Meeting.

*The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.*

**By Order of the Board**

***Dr J Filshie***  
**Secretary**

### **Statement of Officers' Responsibilities**

Law applicable to Charities in England requires the officers to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the officers should follow best practice and:

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

The officers 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 applicable Law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

### **Auditor's Report to the Members**

We have audited the financial statements of British Medical Acupuncture Society for the year ended 31 December 2008, which comprise the income and expenditure, the balance sheet and related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the Trustees as a body in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the Trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of Officers and Auditors**

The Officers' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom generally accepted Accounting Practice) are set out in the Statement of Officers' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

**Respective responsibilities of Officers and Auditors continued**

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Officers' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises only the Officers' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

**Basis of Opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view in accordance with United Kingdom generally accepted Accounting Practice, of the state of the charitable company's affairs as at 31 December 2008 and of its incoming resources for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

Francis Clark  
Chartered Accountants & Registered Auditors  
North Quay House  
Sutton Harbour  
PLYMOUTH  
PL4 0RA

*Francis Clark*  
Chartered Accountant

**Income and Expenditure Account  
(Incorporating Statement of Financial Activities)**

**Year Ended 31 December 2008**

	Notes	Restricted Fund £	Unrestricted General Fund £	2008 Total Funds £	2007 Total Funds £
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds:</b>					
<b>Voluntary income:</b>					
Donations and gifts		400	-	400	690
<b>Activities for generating funds:</b>					
Investment income:					
Bank interest		-	43,973	43,973	36,527
<b>Incoming resources from charitable activities:</b>					
Courses and Conferences		-	437,921	437,921	537,577
Subscriptions		2,603	257,704	260,307	258,400
Certificates		-	2,105	2,105	1,953
Teaching Clinic		-	21,649	21,649	19,320
Other income		-	109,513	109,513	109,821
<b>Total Incoming Resources</b>		<u>3,003</u>	<u>872,865</u>	<u>875,868</u>	<u>964,288</u>
<b>Resources Expended</b>					
<b>Cost of generating funds:</b>					
Fund raising and publicity		-	77,552	77,552	84,029
<b>Charitable activities:</b>					
Courses and conference		-	449,365	449,365	524,846
Office costs		-	143,799	143,799	129,384
Other costs		-	10,008	10,008	11,932
<b>Governance costs</b>	3	-	11,154	11,154	11,418
<b>Total Resources Expended</b>	4	<u>-</u>	<u>691,878</u>	<u>691,878</u>	<u>761,609</u>
<b>Net Incoming Resources for the year</b>	2	<u>3,003</u>	<u>180,987</u>	<u>183,990</u>	<u>202,679</u>
<b>Reconciliation of Funds</b>					
Balance brought forward at 1 January 2008		20,628	939,999	960,627	757,948
Net incoming resources for the year		<u>3,003</u>	<u>180,987</u>	<u>183,990</u>	<u>202,679</u>
<b>Fund balance carried forward at 31 December 2008</b>		<u>23,631</u>	<u>1,120,986</u>	<u>1,144,617</u>	<u>960,627</u>

**Balance Sheet****31 December 2008**

	Notes	2008 £	2007 £
<b>Fixed assets</b>			
Tangible assets	5	279,672	295,158
<b>Current assets</b>			
Stocks	6	12,356	8,068
Debtors	7	54,401	55,013
Cash at bank and in hand		927,064	745,796
		<b>993,821</b>	808,877
<b>Creditors: Amounts falling due within one year</b>			
	8	128,876	143,408
<b>Net current assets</b>		<b>864,945</b>	665,469
<b>Total assets less current liabilities</b>		<b>1,144,617</b>	960,627
<b>Funds:</b>			
Unrestricted	10	1,120,986	939,999
Restricted	10	23,631	20,628
		<b>1,144,617</b>	960,627

*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).*

Approved by the Board on

and signed on its behalf by

**Dr A J M Forrester**  
**Treasurer**

## Notes and Accounting Policies

Year Ended 31 December 2008

**1. Accounting Policies**

The financial statements have been prepared under the historical cost convention and are in accordance with the Financial Standard for Smaller Entities (effective January 2007), Statements of Recommended Practice (SORP2) and Charities Act 1993. The following principal accounting policies have been applied:

**(a) Format of Accounts**

In the opinion of the officers, the standard format of the profit and loss account as laid down by the Companies Act 1985, Schedule 4, would not present a fair view of the results of the company.

Accordingly, the format of the profit and loss account has been amended as permitted by Section 226(5) of the Companies Act 1985 to comply with Statement of Recommended Practice Accounting by Charities.

**(b) Income**

Income is represented by monies derived from the company's principal activities.

**Subscriptions**

Income in respect of subscriptions is accounted for on an accruals basis.

**Courses and conferences income**

Income from courses and conferences is accounted for on an accruals basis with adjustments being made for income received in advance.

**(c) Expenditure**

Expenses are recognised when they fall due.

**(d) Tangible fixed assets and depreciation**

Tangible assets are depreciated on a straight line basis over their estimated useful lives, at the following rates:

Acupuncture equipment	25%
Office equipment	15%
Computers	25%
Freehold property	2%

**(e) Stock**

Stock is stated at the lower of cost and net realisable value using the first in first out method.

Cost comprises the actual cost of purchase. Net realisable value is the estimated selling price less cost of sales.

**(f) Resources expended**

Resources expended are mostly directly allocated to one of Cost of Generating Funds, Charitable Activities and Governance of the Charity.

## Notes and Accounting Policies

Year Ended 31 December 2008

**Accounting Policies continued****(g) Donations**

Donations received from members are accounted for in the year they are received and allocated to a restricted or unrestricted fund subject to the donor's wish.

**(h) Grants payable**

Grants payable are accounted for in the year they arise. All grant applications are reviewed by the committee and then allocated accordingly.

**(i) Pension**

Pension contributions are made by the charity to the employees' personal pension schemes, at an agreed percentage of gross salaries.

**(j) Fund accounting**

The Society has two types of fund for which it is responsible and which require separate disclosure. These are as follows:

**Restricted Fund**

Donations received which the donor earmarks for specific purposes. Such purposes are within the overall aims of the organisation. Each year the Society also transfers 1% of the total subscriptions received during the year to the Restricted Fund.

**Unrestricted Fund**

Funds which are expendable at the discretion of the Trustees in the furtherance of the objects of the charity.

**2. Net Incoming Resources**

	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
The net incoming resources for the year are after charging:		
Directors' emoluments	-	-
Auditors' remuneration – External scrutiny	<b>6,686</b>	5,779
Depreciation written off tangible fixed assets	<b>15,578</b>	26,305
Profit on disposal of fixed asset	<u>-</u>	<u>-</u>

## Notes and Accounting Policies

Year Ended 31 December 2008

**3. Governance costs**

	<b>Total 2008 £</b>	<b>Total 2007 £</b>
Medical Director expenses	3,115	2,972
Insurance	1,353	1,353
Audit and accountancy	6,686	5,779
Staff training	-	1,314
	<u>11,154</u>	<u>11,418</u>

**4. Total Resources Expended**

	<b>Staff Costs £</b>	<b>Depreciation £</b>	<b>Other Costs £</b>	<b>Total 2008 £</b>	<b>Total 2007 £</b>
Cost of generating funds	-	-	77,552	77,552	84,029
Charitable Activities	219,508	15,578	368,086	603,172	666,162
Governance costs	-	-	11,154	11,154	11,418
	<u>219,508</u>	<u>15,578</u>	<u>456,792</u>	<u>691,878</u>	<u>761,609</u>

**Staff Costs:**

	<b>2008 £</b>	<b>2007 £</b>
Wages and salaries	193,158	184,896
Social Security costs	20,581	20,596
Pension	5,769	12,223
	<u>219,508</u>	<u>217,715</u>

Average number of employees in the year:

Administration	<u>6</u>	<u>6</u>
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The number of employees whose salary fell into the band:

£70,000 to £80,000	<u>1</u>	<u>1</u>
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## Notes and Accounting Policies

Year Ended 31 December 2008

**5. Fixed Assets**

	<b>Freehold Property £</b>	<b>Acupuncture Equipment £</b>	<b>Office Equipment £</b>	<b>Computer £</b>	<b>Total £</b>
<b>Cost</b>					
At 1 January 2008	302,825	3,918	39,771	53,206	399,720
Additions	-	-	60	32	92
<b>At 31 December 2008</b>	<b>302,825</b>	<b>3,918</b>	<b>39,831</b>	<b>53,238</b>	<b>399,812</b>
<b>Depreciation</b>					
At 1 January 2008	24,228	3,220	34,944	42,170	104,562
Charge for year	6,057	546	2,528	6,447	15,578
<b>At 31 December 2008</b>	<b>30,285</b>	<b>3,766</b>	<b>37,472</b>	<b>48,617</b>	<b>120,140</b>
<b>Net book amounts At 31 December 2008</b>	<b>272,540</b>	<b>152</b>	<b>2,359</b>	<b>4,621</b>	<b>279,672</b>
At 31 December 2007	278,597	698	4,827	11,036	295,158

**6. Stock**

	<b>2008 £</b>	<b>2007 £</b>
Stationery and journals	<b>12,356</b>	8,068

**7. Debtors**

	<b>2008 £</b>	<b>2007 £</b>
Amounts falling due within one year:		
Other debtors	<b>48,276</b>	44,129
Prepayments	<b>6,125</b>	10,884
	<b>54,401</b>	55,013

## Notes and Accounting Policies

Year Ended 31 December 2008

**8. Creditors**

	<b>2008</b>	2007
	£	£
Amounts falling due within one year:		
Other creditors	<b>96,082</b>	125,630
Accruals	<b>26,795</b>	6,160
Taxation & Social Security	<b>5,999</b>	11,618
	<u><b>128,876</b></u>	<u>143,408</u>

**9. Share Capital and Members Liability**

The company is limited by guarantee. In the event of the company being wound up, the liability of each member is limited to £10.

**10. Movement in Funds**

	<b>Restricted Research Fund Grants &amp; Donations</b>	<b>Unrestricted Accumulated Fund</b>	<b>Total 2008</b>	<b>Total 2007</b>
	£	£	£	£
At 1 January 2008	20,628	939,999	<b>960,627</b>	757,948
Surplus in the year	3,003	180,987	<b>183,990</b>	202,679
<b>At 31 December 2008</b>	<u><b>23,631</b></u>	<u><b>1,120,986</b></u>	<u><b>1,144,617</b></u>	<u>960,627</u>

## Notes and Accounting Policies

Year Ended 31 December 2008

**11. Transactions with the Trustees/Related Party Transactions**

In the year the company reimbursed the trustees as follows:

	<b>2008</b>	<b>2007</b>
	£	£
Travel	<b>1,756</b>	1,578
Accommodation	<b>1,279</b>	533
Subsistence	<b>178</b>	34
Room hire	<b>900</b>	-
Catering	<b>695</b>	-
Other costs	<b>319</b>	-
	<b>5,127</b>	2,145

The expenses were incurred in relation to committee meetings and 16 trustees were reimbursed for their expenses.

No remuneration was paid to the trustees during the year.

The Charity has taken out insurance to protect it from losses arising from the neglect or default from its trustees, employees and officers. The cost of the insurance £1,353 in 2008 (2007-£1,353) has been charged to Governance costs.

The Charity is controlled by its officers.

**12. Restricted Fund**

The Research Fund Account holds £23,631 as at 31 December 2008. This fund is to be used for research.

**13. Grants Paid**

Grants totalling £500 were paid in the year to students (2007 - £nil).