

Company Registration Number: 04297778

Charity Registration Numbers: 1089967/SC038866

**THE BRITISH
STAMMERING ASSOCIATION**
A company limited by Guarantee

Financial statements
31 December 2017

THE BRITISH STAMMERING ASSOCIATION

Financial statements for the year ended 31 December 2017

Contents	Pages
Reference and administrative information	1
Trustees' report	2-6
Independent examiner's report	7-8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11-16

THE BRITISH STAMMERING ASSOCIATION

Reference and administrative information

Trustees

Chair: Tim Fell

Vice-Chair: Patrick Campbell (until April 2018)

Treasurer: James Smith (from August 2018)

Minutes Secretary: Robert Pinn

Honorary Treasurer: Jennifer Roche (until April 2018)

Julia Ammon
Rob Grieve (from November 2017)
Mandy Taylor (from November 2017)
James Lang (until August 17)
Neil Morjaria (from Feb 2017)
Claire Norman (until July 2017)
Amanda Pick (until August 2017)
Gillian Rudd (from August 2018)
Mhairi MacDonald (until April 18)

Chief Executive: Norbert Lieckfeldt (until April 2018)
Jane Powell (from June 2018)

Registered Office: 15 Old Ford Road
Bethnal Green
London E2 9PJ
Tel: 020 8983 1003

Website: www.stammering.org

Independent Examiner: Moore Stephens LLP
Chartered Accountants
150 Aldersgate Street
London EC1A 4AB

Bankers: HSBC plc
465 Bethnal Green Road
London
E2 9QW

CafBank Ltd
King's Hill
West Malling
Kent ME19 4TA

Constitution: Company Limited by Guarantee registered in England, Number 04297778
Registered Charity Nos 1089967/SC038866

THE BRITISH STAMMERING ASSOCIATION

Trustees' Report for the year ended 31 December 2017

The trustees submit their annual report and the reviewed financial statements of the British Stammering Association ("the Association" or "the BSA") for the twelve months ended 31 December 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2015 in preparing the annual report and financial statements of the charity.

Structure and Governance

The Association is a charitable company limited by guarantee. It is governed by the Memorandum and Articles of Association which were adopted in 2001 and amended in 2006, 2007, 2008 and 2016. Its objects are the support of all whose lives are affected by stammering and to advance the education and training of the public in all matters relating to stammering.

The board of trustees, or General Committee, consists of 6 elected trustees and appointed trustees to fill skills gaps identified through an audit. Two elected places on the General Committee fall vacant each year and trustees are elected by self-nomination and a ballot of the membership. A simple majority of trustees have to be people who stammer. The trustees meet in full session up to four times per year. In addition, the trustees use electronic means of discussion and decision making. A Finance Sub-Committee maintained oversight over the Charity's finances, and the Employers Stammering Network Sub-Committee supported the ESN's work. Operational management of the Association was delegated to BSA's Chief Executive.

Achievements and Performance

Overview

The British Stammering Association (BSA) is the only national charity supporting both adults and children with the difficulties of stammering. Since 1978 the charity has helped thousands of people. We support those negatively affected by stammering with the Information and Support Service which includes the helpline, email answering service, comprehensive website, online support and the education helpline as well as the Employers Stammering Network.

2017 was a vintage year. The BSA abandoned its membership fee at the beginning of the year to ensure there is no barrier to becoming part of the BSA. BSA Trustee, Patrick (Paddy) Campbell wrote an important paper called "The Way We Talk" in which he explores the use of language around stammering, highlighting the stigmatising effect of certain words. The Huffington Post published a brilliant article by Iain Wilkie titled "An Obsession With Fluency In The Workplace Creates Barriers For Those Of Us Who Stammer" in which he provides valuable insight into the benefits of equality and inclusion. Employers Stammering Network Manager, Helen Carpenter, in conjunction with Employers Network for Equality & Inclusion, wrote "Understanding Stammering – a guide for Employers," a seminal paper.

Over the year we worked with the Airedale Stammering project, which scooped the Guardian Digital and Technology Award for Public Service. This outstanding achievement celebrates a combination of innovative thinking, the imaginative use of widely available technology, and the determination to deliver a much-needed service to people in need. Another first was the live streaming of the Giving Voice event at UCL. The success of this event guarantees that it will be the first of many, allowing everyone to benefit from presentations and lectures.

Information & Support Service

Our Information and Support Service include a general helpline and email answering service, other online support as well as a comprehensive website. The service took over 3,500 calls and emails in 2017, providing callers with support, advice and information on stammering and stammering therapies. Many of those who contacted us were sign-posted onto local support groups such as those in Manchester, Cardiff and Brighton; others were referred to our Closed Facebook Group to give and get mutual support.

THE BRITISH STAMMERING ASSOCIATION

Trustees' Report for the year ended 31 December 2017

Education

Helping and advising parents to negotiate the path through the education system for their children who stammer is a big part of what we do and Education Officer Cherry Hughes continued to provide parents and teachers with her expertise on these matters.

Cherry oversaw the specialist mini-sites www.stammering.org/expertparent and www.stammering.org/send which were accessed by about 6,000 different users. These are unique resources which parents clearly find very helpful.

Cherry and Norbert Lieckfeldt (CEO) submitted evidence to 'Bercow: ten years on', an independent review of the state of provision for children's speech, language and communication needs. This eighteen-month review gathered evidence regarding support services, and heard from relevant stakeholders and experts.

In July, a reception was held at the House of Lords to celebrate Cherry's 20 years working to support children in education who stammer.

Employment

The benefits of being open about our stammer was a common theme throughout the year, no more so than at events put on by the Employers Stammering Network (ESN). The emergence of inspirational champions like May Breisacher, Betony Kelly, Angela Morgan, and Paul Barrett will ensure the message gets through that it's OK to stammer at work. Paul says:

"There's no doubt in my mind that being open at work has been one of the biggest enablers in terms of career advancement for me."

The Redefining Stammering at Work Programme, was evaluated by City University thanks to funding from the Dom Barker Trust. This research confirmed the barriers and challenges which are imposed at work for people who stammer. It reported that attendees achieved a greater acceptance of stammering, self-confidence and self-esteem on completion of the workshops.

A new Employers Stammering Network hub was established in Bristol, with the hope of another one in Birmingham. Open Days in Ashford, Kent, and in Merseyside have been responsible for bringing people together to talk about stammering.

Opening Doors Employment Course

Many people often struggle when, and how, to reveal to a potential employer they are a person who stammers. A conservative estimate based on research evidence of the unemployment rate in people who stammer might be well in excess of 10%. We estimate the cost of the additional unemployed people who stammer could add up to an additional £400m annually (c £23,500 per person). We know from enquiries to our helpline that for those who stammer and who are seeking new employment and are interviewing for jobs, this can be a very stressful and challenging experience.

At the beginning of this year, we held a two-day 'Opening Doors Employment' course in Manchester so those in the North West can benefit from specialist advice and information for those who stammer on employment-related issues.

Employers Stammering Network

The **highlight** was the continuing strong growth from 2016 as we continued with what was working. As a result many new people who stammer, employers and activities all came on board. This was reflected in:

Positive Outcomes

Accelerating increase in number of people who stammer joining ESN where they're the only person from their organisation, thereby bringing an exciting new dynamic to ESN and complementing our large employer base.

THE BRITISH STAMMERING ASSOCIATION

Trustees' Report for the year ended 31 December 2017

Continuing increase in numbers of PWS joining new & established Stammering networks / groups at our member employers: CGI, Citi, Civil Service, Defence Stammering Network, Deutsche, DHL, EY, and Warrington Borough Council.

Very positive response to our joint ESN - ENEI publication "Understanding Stammering - a Guide for Employers"

Events

- Tailored meetings and discussions with employers, for example DWP, Deutsche and HMRC
- 'Redefining Stammering at Work' workshop series for 3rd year for people who stammer
- 'Introduction to Stammering' workshop for 3rd year for employers
- Discover your Strengths & Thrive workshop for ESN Champions
- Joint ESN - DSN conference 'Changing Culture in the Workplace'
- Sponsored individual fundraising by Ade Adimbola (Network Rail, London Marathon), Helen Carpenter (BSA, Walk), Iain Wilkie (EY, Bike)
- Presentations at Ashford and Bristol Open days
- Laid the groundwork for our 2018 Mentoring Pilot

Sparkle

- ESN Bristol launched in September
- EY Stammering Network won 'Team of the Year' at the firm's Ability EY awards
- Numerous personal blogs, talks and courageous conversations - all making it "OK to Stammer at Work"

Open Day and Bi-Annual Conference

In the spring, a dedicated team of British Stammering Association volunteers put together a programme of talks and presentations for an open day in Bristol. Another open day was held in Kent in the summer, and in Bristol in September. Over 80 people attended the Bristol Open Day. The feedback from the day was exceedingly positive, showing how important these occasions are.

One new attendee at the Bristol Open Day said:

"I was buzzing all the way home. It was really good to spend time with others who truly understand stammering."

There were over 70 people who attended the Kent Open Day. There was a good attendance by speech language therapists, many of whom found the day helped inform their work with clients who stammer:

"As a speech and language therapist student, I am constantly trying to find the best ways to support service users. Stammering is an area we always lack a clear understanding of, which leads to hesitation on our part to support stammering ... we fear we either don't have the expertise or will do something wrong. A day like the one in Ashford shows that there is understanding of this and that working together we can do more to support stammering in our work."

Scottish Walk 'n' Talk

In the summer, some members of the British Stammering Association took part in the 10th annual Walk 'n' Talk Weekend in the Scottish Highlands. One of the benefits of the weekend, for those who stammer, is the chance to break the social isolation often associated with stammering. The event was organised by the BSA and the Scottish Stammering Network.

Membership

The British Stammering Association is a membership organisation. Until December 2016, members were charged a small annual fee. In January 2017 the Trustees agreed that membership would to be free for everyone

THE BRITISH STAMMERING ASSOCIATION

Trustees' Report for the year ended 31 December 2017

as the membership fee system for administering renewals had become very expensive. Since the change we gained over 600 extra members over the year.

Stamwalk

In the summer, our Chairman Tim Fell walked the length of Britain to raise awareness of stammering. It took him nearly two months to complete during which time he raised over £10,000 for the BSA.

Thank you

A huge thank you to everyone who supports the work of the BSA. Thank you to our members, to our Trustees, to all the volunteers who deal with the enquiries on our Information and Support Service and who have helped with the Employers Stammering Network, organised conferences and open days, fundraised, organised library loans and supported the office.

Thank you to all the Trusts and Foundations who helped us fund our work in 2017 and helped us continue to be there for those who stammer, in particular we would like to thank the following Trusts: Albert Hunter Trust, Anson Charitable Trust, Charles & Elsie Sykes Trust, Frank Litchfield General Charitable Trust, Pamela Champion Foundation, Paul Bassham Charitable Trust, Pilkington Charities Fund, Ten-percent Foundation, Dowager Countess Eleanor Peel Trust, Schroder Trust, The 29th May 1961 Charitable Trust, Coward Endowment, Raymond & Blanche Lawson Charitable Trust, Underwood Trust.

Financial Review

Total income for the year to the 31 December 2017 amounted to £194,412 compared to £197,094 in the year to 31 December 2016.

As in previous years, the bulk of our income comes from Trust fundraising, with contributions from members as well as a more recent income stream, subscriptions from members of the Employers Stammering Network. We are hugely grateful to the Trusts that support us, without whom we could not carry out our important work.

Total expenditure for the year was £175,187 of which £141,766 was spent on charitable activity. Expenditure on charitable activities represented 81% of total expenditure.

The net movement in funds in the year ended 31 December 2017 was £19,225, resulting in total funds of £50,940.

The Trustees have constituted a Finance Sub-committee to support the Association in its journey to a more modern way of managing accounting and financial reporting, to keep close oversight over the finances and to enable the Trustees to fulfil their responsibilities.

Reserves Policy

In the current five-year plan, the trustees have set the goal of unrestricted funds at a level of six months' expenditure as a desirable goal. We feel this goal for unrestricted reserves, while ambitious, is prudent and achievable.

THE BRITISH STAMMERING ASSOCIATION

Trustees' Report for the year ended 31 December 2017

Statement of Trustees' Responsibilities

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period.

The trustees regularly assess the major risks to which the Association is exposed, in particular those related to its operations and finances, and are satisfied that systems are in place to mitigate its exposure to the major risks.

In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 in operation.


The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law and regulations. 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.

Independent Examiners

A resolution proposing that Moore Stephens LLP be reappointed independent examiners to the charity will be put to the Annual General Meeting.

This report was approved by the trustees on 24.09.18.

Tim Fell
Chair



THE BRITISH STAMMERING ASSOCIATION

Independent Examiner's Report to the Trustees of The British Stammering Association

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2017.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with my examination giving me cause to believe:

- (1) accounting records were not kept in respect of the Company as required by section 386 of the Act 2006; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a "true and fair view" which is not a matter considered as part of an independent examination; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

THE BRITISH STAMMERING ASSOCIATION

Independent Examiner's Report to the Trustees of The British Stammering Association

Use of my report

This report is made solely to the Charity's Trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. My examination has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my examination, for this report, or for the opinions I have formed.



Richard Willis FCA

Moore Stephens LLP
150 Aldersgate Street
London
EC1A 4AB

Date:

24/9/2018

THE BRITISH STAMMERING ASSOCIATION

Statement of financial activities (incorporating an income and expenditure account) For the year ended 31 December 2017

	Notes	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Income from:					
Donations and legacies	2	140,133	29,666	169,799	152,415
Charitable activities	3	7,578	17,031	24,609	44,655
Investments – bank interest receivable		4	-	4	24
Total income		147,715	46,697	194,412	197,094
Expenditure on:					
Fundraising		33,421	-	33,421	27,834
Charitable activities:					
<i>Advice and Support</i>		35,771	-	35,771	49,651
<i>Education</i>		20,190	2,469	22,659	21,562
<i>Information & Support Service</i>		21,558	20,000	41,558	61,870
<i>Employers Stammering Network</i>		-	32,353	32,353	25,244
<i>Careers Guidance</i>		-	7,053	7,053	5,105
<i>BSA (Scotland)</i>		-	2,372	2,372	1,057
Total expenditure	4	110,940	64,247	175,187	192,323
Net movement income/(expenditure)		36,775	(17,550)	19,225	4,770
Reconciliation of funds					
Total funds brought forward		25,368	6,347	31,715	26,945
Transfer of funds		(11,203)	11,203	-	-
Total funds carried forward		50,940	-	50,940	31,715

All amounts relate to the continuing activities of the Association.

The notes on pages 11 to 16 form part of these financial statements.

THE BRITISH STAMMERING ASSOCIATION

Balance sheet as at 31 December 2017

	Notes	2017 £	2016 £
Current assets			
Stock		-	676
Debtors	7	1,873	1,472
Cash at bank and in hand		69,492	35,677
		<u>71,365</u>	<u>37,825</u>
Creditors: amounts falling due within one year	8	(20,425)	(6,110)
Net assets		<u>50,940</u>	<u>31,715</u>
Represented by:			
Unrestricted funds	13	50,940	25,368
Restricted funds	13	-	6,347
	9	<u>50,940</u>	<u>31,715</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2017 in accordance with Section 476 of the Companies Act 2006.

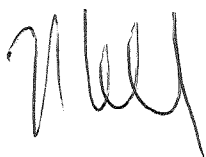
The trustees acknowledge their responsibilities for:

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006; and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus and deficit for each financial year in accordance with the requirements of Sections 394 and 395 and otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements were prepared in accordance with special provisions for small companies under Part 15 of the Companies Act 2006.

The financial statements were approved by the trustees and authorised for issue on 24.09.18 and signed on their behalf by:

Tim Fell
Chair
Company Number: 04297778



The notes on pages 11 to 16 form part of these financial statements.

THE BRITISH STAMMERING ASSOCIATION

Notes to the financial statements For the year ended 31 December 2017

1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

(a) **Basis of preparation and assessment of going concern**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)), the Financial Reporting Standard.

The British Stammering Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at their historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The cash flow forecasts prepared by senior management show that the charity will have positive cash flows for at least 12 months from the date these financial statements are approved. The Trustees therefore consider that the company has sufficient funds to meet its obligations as it falls due and deems it appropriate that the financial statements are produced on a going concern basis.

(b) **Status**

The Association is an incorporated charity and during the year of these accounts the trustees have limited liability. There were 1,720 members at 31 December 2017 (2016: 962). The liability of each member liability is £1 on winding up.

(c) **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objects of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

Bank interest is allocated to the appropriate funds in proportion to the balances of those funds.

(d) **Income recognition**

All income is included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Subscriptions are included in full upon receipt. Grants are included in the year they are receivable or, if specified by the donor, in the year to which they are intended to apply. Income from legacies is taken into the statement of financial activities when received or when receipt is probable and the value can be measured with sufficient reliability.

(e) **Expenditure recognition**

All expenditure is accounted for on an accruals basis and includes VAT as the Association is not registered for VAT. Expenditure has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to a particular heading they have been allocated to activities on a basis consistent with the use of resources.

Fundraising costs include 5% of the remuneration of the director and administrative secretary.

Support costs and overhead expenses are allocated to expenditure headings on the basis of staff time.

Governance costs comprise costs of statutory compliance and include the independent examiner's fee and costs of trustees meetings. Also included is an allocation of staff time and overheads where attributable to strategic matters.

Due to the low level of expenditure on assets, all such expenditure is written off as it is incurred.

THE BRITISH STAMMERING ASSOCIATION

Notes to the financial statements For the year ended 31 December 2017

1. Accounting policies (continued)

(f) **Stock**

Stock of books and CDs / DVDs is valued at the lower of cost and net realisable value. Stocks of leaflets are not valued.

(g) **Pensions**

The Association has agreed to match employees' pension contributions to personal pension schemes up to 8% of the gross salary. In addition, the Association has nominated Marks and Spencer Life Assurance Ltd. as its nominated stakeholder pension provider and has notified all staff of this appointment. Pension contributions are charged to the Statement of Financial Activities in the period in which they are due.

(h) **Operating leases**

Rental charges in respect of operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

(i) **Financial instruments**

The Association only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

(j) **Statement of cash flows**

The charity has taken the available exemption under the Charities SORP (FRS 102) Update Bulletin 1, as a smaller charity, to not prepare a Statement of Cash Flows.

2. Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Grants	47,260	25,850	73,110	92,095
Membership subscriptions	-	-	-	12,917
Donations	58,233	3,816	62,049	46,402
Legacy	34,640	-	34,640	1,000
	<u>140,133</u>	<u>29,666</u>	<u>169,799</u>	<u>152,414</u>

In the previous year, £18,718 of donation and legacy income related to restricted funds and £133,696 related to unrestricted funds.

3. Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
Employers Stammering Network	-	17,031	17,031	21,804
Conference and open days	-	-	-	20,174
Sales of books and videos	7,578	-	7,578	2,677
	<u>7,578</u>	<u>17,031</u>	<u>24,609</u>	<u>44,655</u>

In the previous year, £41,978 of income from charitable activities related to restricted funds and £2,677 related to unrestricted funds.

THE BRITISH STAMMERING ASSOCIATION

Notes to the financial statements For the year ended 31 December 2017

4.	Total expenditure	Staff costs (note 5) £	Other direct costs £	Support costs £	Governance costs £	Total 2017 £	Total 2016 £
	Fundraising	23,330	578	7,493	2,020	33,421	27,834
	Charitable activities:						
	Advice & Support	23,336	7,296	3,838	1,301	35,771	49,651
	Education	15,049	-	6,267	1,343	22,659	21,562
	Information & Support Service	28,030	3,346	7,770	2,412	41,558	61,870
	Employers Stammering Network	22,713	4,505	3,908	1,227	32,353	25,244
	Careers Guidance	3,488	2,911	474	180	7,053	5,105
	BSA (Scotland)	967	1,405	-	-	2,372	1,057
		<u>116,913</u>	<u>20,041</u>	<u>29,750</u>	<u>8,483</u>	<u>175,187</u>	<u>192,323</u>

In the previous year, £56,281 was incurred in connection with restricted funds and £136,042 in connection with unrestricted funds.

5.	Staff costs	2017 £	2016 £
	Salaries	102,937	100,848
	Social security costs	6,766	7,069
	Pension costs	7,210	5,710
	Agency	-	1,614
		<u>116,913</u>	<u>115,241</u>

Charities SORP (FRS102) regulation 9.30 requires all charities to disclose those staff who earn total employee benefits (excluding pension contributions) in excess of £60,000. This disclosure is not representative of the actual salary levels employed by the Association.

No member of staff (2016: none) earned total employee benefits (excluding pension contributions) in excess of £60,000 during the year ended 31 December 2017. At 31 December 2017 there were 8 members of staff (full-time equivalent 3), (2016: 7 members of staff, full-time equivalent 3).

The key management personnel of the Association comprise the Trustees. The trustees neither received nor waived any emoluments during the year (2016: nil). Travelling expenses, including payments made directly to third parties, were £331 for 4 trustees (2016: £378 for 8 trustees).

6.	Net (expenditure)/income for the year	2017 £	2016 £
	This is stated after charging/(crediting):		
	Independent examiner's fees	3,120	3,000
	Rentals payable under operating leases:		
	- land and buildings	8,564	7,296
	- office equipment	<u>7,083</u>	<u>8,509</u>

THE BRITISH STAMMERING ASSOCIATION

Notes to the financial statements For the year ended 31 December 2017

7.	Debtors	2017	2016
		£	£
	Trade debtors	800	-
	Other debtors	1,073	1,152
	Prepayments and accrued income	-	320
		<u>1,873</u>	<u>1,472</u>
8.	Creditors: amounts falling due within one year	2017	2016
		£	£
	Other taxation and social security	3,939	1,893
	Amounts owed in respect of employee's pension	1,082	857
	Accruals	3,329	3,360
	Deferred income	12,075	-
		<u>20,425</u>	<u>6,110</u>

9. Analysis of net assets between funds

	Debtors	Cash at bank and in hand	Creditors	Net assets 2017
	£	£	£	£
Restricted funds total	-	-	-	-
Unrestricted funds total	<u>1,873</u>	<u>69,492</u>	<u>(20,425)</u>	<u>50,940</u>
Total	<u>1,873</u>	<u>69,492</u>	<u>(20,425)</u>	<u>50,940</u>

10. Operating lease commitments

At 31 December 2017, the charity had total commitments under non-cancellable operating leases as follows:

	2017	2016
	£	£
<i>Amounts due:</i>		
Within one year	4,798	10,787
Between one and five years	<u>7,736</u>	<u>12,634</u>

11. Pensions

The charity operates a defined contribution pension scheme whose assets are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity and amounted to £7,210 (2016: £5,710). Contributions totalling £1,082 (2016: £857) were payable to the fund at the balance sheet date and are included within creditors.

12. Related party transactions

The then Chief Executive of the charity, Norbert Lieckfeldt was also a Trustee of St. Margaret's House from whom the charity rents its premises. During the year the charity paid £8,564 (2016: £7,296) to St. Margaret's House in respect of rent payable, the Licence Agreement for which is on normal commercial terms. There were no amounts outstanding at the year-end (2016: £nil).

THE BRITISH STAMMERING ASSOCIATION

Notes to the financial statements for the year ended 31 December 2017

13. Statement of funds

	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017
	£	£	£	£	£	£	£	£	£	£	£
	Advice and Support	Education	Information & Support Service	Employers Stammering Network	BSA Scotland	Employment Project	Restricted Funds Total	Unrestricted Funds Total			
	2017	2017	2017	2017	2017	2017	2017	2017			
Balances brought forward at 1 January 2017	-	-	-	-	-	6,347	6,347	25,368			
Income:											
The Underwood Trust	-	-	20,000	-	-	-	20,000	-			
Schroder Charity Trust	-	-	-	3,000	-	-	3,000	-			
Ten-Percent Foundation	-	2,000	-	-	-	-	2,000	-			
Other Grants (less than £2,000)	-	450	-	-	400	-	850	17,260			
Charles & Elsie Skykes	-	-	-	-	-	-	-	6,000			
Raymond & Blanche Lawson	-	-	-	-	-	-	-	5,000			
The Coward Endowment	-	-	-	-	-	-	-	5,000			
Dowager Countess Eleanor Peel Trust	-	-	-	-	-	-	-	3,000			
29 May 1961 Trust	-	-	-	-	-	-	-	3,000			
Pilkington Trust	-	-	-	-	-	-	-	2,000			
Anson Charitable Trust	-	-	-	-	-	-	-	2,000			
Pamela Champion Foundation	-	-	-	-	-	-	-	2,000			
Paul Bassham Charitable Trust	-	-	-	-	-	-	-	2,000			
Legacies	-	-	-	-	-	-	-	34,640			
Sundry income and donations	-	-	-	13,942	550	-	14,492	58,233			
Subscriptions	-	-	-	17,031	-	-	17,031	8,978			
Bank interest	-	-	-	-	-	-	-	4			
Deferred income	-	-	-	(10,676)	-	-	(10,676)	(1,400)			
	-	2,450	20,000	23,297	950	6,347	53,044	173,083			
	-	(2,469)	(20,000)	(32,353)	(2,372)	(7,053)	(64,247)	(110,940)			
Transfer from unrestricted funds	-	19	-	9,056	1,422	706	11,203	(11,203)			
Balances carried forward at 31 December 2017	-	-	-	-	-	-	-	(50,940)			

The restricted funds relate to specific funding received for the purposes described by the title of each fund.

THE BRITISH STAMMERING ASSOCIATION

Notes to the financial statements for the year ended 31 December 2017

13. Statement of funds (continued)

Education Fund

Monies received for the Education fund are for work undertaken to improve the educational chances and attainment of children who stammer.

Information and Support Service Fund

This fund was established to support the Helpline and Website delivering advice and support.

BSA Scotland Fund

The BSA Scotland Fund is a restricted fund for specific activities aimed at supporting people in Scotland who stammer.

Employment Project Fund

Monies received in respect of this fund are to be expended on a project aimed at improving access to employment for people who stammer.

Employer's Stammering Network (ESN)

The ESN is a project hosted by the BSA where employers join the Network and receive support to create a work environment where having a stammer will no longer be cause of prejudice or discrimination, or a bar to recruitment, promotion and success at work.