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Action for M.E.

Charity Number 1036419

Accounts for the year ended

31 March 2000

Hele Kergozou

Chartered Certified Accountants

&

Registered Auditors

ASJRAUUA
A11
COMPANIES HOUSE
0206
18/10/00

Action for M.E.

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Trustees Report

The trustees submit their annual report and the audited accounts for the year.

Activitites and Trading results

Action for M.E. (AfME) is an organisation largely run by people with Myalgic Encephalomyelitis (M.E.)for people with M.E. Its primary objectives are to raise awareness and knowledge of M.E. and support people with the illness.

Activities include campaigning at national and local levels; the provision of services to members; the provision of information to statutory agencies, professionals, the public and people affected directly by M.E. and the analysis and dissemination of research.

AfME achieved a surplus during the year (see page 4 for details). This will be used to develop the Charity's future activities.

Trustees

It is the policy of AfME that a majority of Trustees should have or be recovered from M.E. Reflecting its wish to operate practices that reflect the fluctuating and debilitating nature of M.E., potential Trustees are usually co-opted or act as observers prior to appointment, or if unwell for substained periods may be offered the opportunity to take a sabbatical. One third of the council retire by rotation each year and are eligable to be re-appointed.

Trustees at 31 March 2000

* Ondine Upton (Chair)
Fiona Agombar
* George Armstrong (Vice-chair & Treasurer)
Sue Collins (on sabbatical)
^ Professor Roderick Floud
Clare Francis MBE
^* Gill Jacobs
Dr Derek Phebey (Co-opted)
Bob Quittenton
^Patricia Shipley
John Smith
Trish Taylor

*Member of the executive Committee
^Member of Research Group

Theresa Coe, Editor of the Charity's magazine "InterAction", resigned as a Trustee during the year but attends meetings as an observer.

Nick Farrar (Trustee and Company Secretary) was appointed on 6th April 2000.

Other Information

AfME is a registed charity number 1036419 and is a company limited by guarantee with no share capital.

Fixed Assets

See Note 2 to the Balance Sheet.

Auditors

Hele Kergozou have been appointed as auditors for this year.

By Order of the Board

N Farrar Company Secretary

HELE KERGOZOU
Chartered Certified Accountants
Lilac Cottage
The Street
Draycott
BS27 3TH
Telephone 01934 74 44 76

Auditors' Report to the Directors of
Action for M.E.
for the year ended 31 March 2000

We have audited the financial statements on pages 4 - 11 which have been prepared under the accounting policies, set out on page 8.

Respective Responsibilities of Directors and Auditors
As described on page 3 the directors are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion
We conducted our audit in accordance with Auditing Standards by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the estimates and judgements made by the directors in the preparation of the appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material irregularity. 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 of the state of the company's affairs as at 31 March 2000 and of its profit for the year then ended and have been properly prepared in accordance with the provisions of the accounting legislation relating to companies.

Hele Kergozou

DRAYCOTT
25.09.00

HELE KERGOZOU
REGISTERED AUDITORS

Statement of Trustees Responsibilities

31 March 2000

Charity law requires the board of trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its activities for that period. In preparing those financial statements the board are required to:

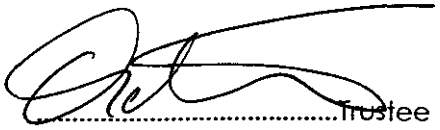
Select suitable accounting policies and apply them consistently;

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 to operate.

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 Charities Act 1993.

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.



.....Trustee

25.9.00 .....Date

Action for M.E.
Summary Income & Expenditure Account
for the year ended 31 March 2000

	2000	1999
	£	£
Gross income from Continuing Operations	471,708	374,512
Total Expenditure of Continuing Operations	378,509	429,949
Net Income for the year	93,199	-55,437
Reserves brought forward	178,516	233,953
Reserves carried forward	£271,715	£178,516

Note Expenditure includes:-

Auditors' fees	£600	£500
Depreciation	£4,913	£3,685
Computer & Software Written off	£624	£96

Action for M.E
Balance Sheet as at 31March 2000

	Note	2000	1999
		£	£
Fixed Assets	2	14,737	13,785
Current Assets			
Debtors & Prepayments		27,067	23,050
Bank Balances	3	250,460	198,002
		277,527	221,052
Current Liabilities			
Creditors & Accruals	4	20,549	56,321
Net Current Assets		256,978	164,731
		£271,715	£178,516
Capital & Reserves			
Unrestricted Funds	5	239,583	130,789
Restricted Funds	5	32,132	47,727
		£271,715	£178,516

The financial statements on pages 4 to 11 were approved by the Executive Committee and were signed on behalf of the Council of Management by:-

.....Trustee .....Trustee

25.9.00 .....Date

Statement of Financial Activities for the year ended 31 March 2000

Income & Expenditure	Unrestricted Funds	Restricted Funds	Total 2000	Total 1999
Incoming Resources				
	£	£	£	£
Subscriptions	111,125	0	111,125	111,079
Trusts & Companies	86,339	340	86,679	35,206
Donations & Appeals	103,047	18,834	121,881	100,352
Tax Reclaimable on Covenants	5,000	0	5,000	5,000
Groups & Volunteering - NLCB Grant	0	39,509	39,509	40,100
Information Technology - NLCB Grant	0	0	0	0
Children Services	0	34,285	34,285	16,146
Legacies	12,493	0	12,493	0
Journal Information Materials & Other	32,057	0	32,057	54,654
AfME Trading Company Ltd	6,200	0	6,200	0
Interest Receivable	8,029	0	8,029	11,975
Support Costs Recharged	14,450	0	14,450	0
	378,740	92,968	471,708	374,512
Resources Used				
Campaigning	41,935	0	41,935	62,015
Member Services	102,102	4,312	106,414	144,994
Children's Services	0	41,774	41,774	23,193
Information & Journal	36,438	0	36,438	40,416
Groups & Volunteering - NLCB Grant	0	36,173	36,173	28,179
Information Technology - NLCB Grant	0	3,818	3,818	0
Research	0	15,525	15,525	12,750
Fixed Assets Scrapped	624	0	624	96
Support Costs	18,501	0	18,501	9,102
Support Costs Recharged	0	14,450	14,450	0
Direct Expenditure	199,600	116,052	315,652	320,745
Fundraising & Publicity	50,553	0	50,553	59,807
Administration & Governance	12,304	0	12,304	49,397
Governance				
	262,457	116,052	378,509	429,949
Net Incoming Resources before transfers	116,283	-23,084	93,199	-55,437
Transfers between funds -Children's Services	-7,489	7,489	0	0
Net Incoming Resources the year	108,794	-15,595	93,199	-55,437
Fund Balances At 1 April 1999	130,789	47,727	178,516	233,953
At 31 March 2000	£239,583	£32,132	£271,715	£178,516

Action for M.E.
Cash flow statement
for the year ended 31 March 2000

	2000	1999
	£	£
Net Cash inflow from Operating Activities	58,974	-28,174
Investing Activities		
Purchase of Tangible Fixed Assets	-6,489	-6,587
Change in cash & cash equivalents	52,485	-34,761
Cash & cash Equivalents 31 March 1999	198,002	232,763
Cash & cash Equivalents 31 March 2000	£250,487	£198,002

Reconciliation of Changes in Resources to net cash inflow form operating activities

Changes in Resources	93,199	-55,437
Depreciation	5,537	3,781
(Decrease) / Increase in Creditors	-35,772	23,915
Decrease / (Increase) in Debtors	-4,017	-433
	£58,947	-£28,174

Analysis of changes in Cash & Cash Equivalents during the year

			Change in year	
	2000	1999	2000	1999
	£	£	£	£
Cash at Bank and in Hand	£250,460	£198,002	£52,458	-£34,761

Note 1 Accounting Policies
The principal accounting policies are

a] Basis of Accounting
The accounts are prepared under the historical cost convention.

b] Depreciation
The Office Equipment is depreciated at 25% on the reducing balance method. A number of items of information technology were scrapped this year as their useful life was exhausted.

c] Donations and Voluntary Income
Donations and Appeals represent monies received by the charity in the accounting year.

Procedures exist to ensure that all voluntary income belonging to the charity is properly received and recorded.

d] Resources
Within the totals of income resouces and resources used, some changes have been made to the allocations and catagories in order to achieve consistency with the charitity's internal accounts and future annual accounts.

e] Reserves
It is the aim that sufficient free reserves are retained in order to sustain the core activites of the charity and support those activites funded by grants during periods when funding gaps appear. A normal minimum of 6 months running costs and maximum of 12 months free reserves will be retained. Reserve levels are reviewed annually as part of the charity's financial planning cycle.

Note 2 Fixed Assets	Office Equipment £
Cost	
Opening Balance	22,092
Additions in the year	6489
Written off	-1,479
	27,102
Depreciation	
Opening Balance	8,307
Written off	-855
Charge for the year	4,913
	12,365
Net Book Value	
31 March 2000	£14,737
31 March 1999	£13,785

Notes to the Accounts Continued
for the year ended 31 March 2000

	2000 £	1999 £
Note 3 Bank & Cash Balances		
Bank Accounts	187,343	137,816
Charity Official Investment Fund	62,733	59,578
Cash Balances	384	608
	£250,460	£198,002
Note 4 Creditors		
Amounts falling due within 12 months		
Purchase Ledger	3,261	1,817
Accurals	1,585	9,337
PAYE	6,187	6,841
Grant monies received in advance	9,516	38,326
	£20,549	£56,321
Amounts falling due more than 12 months	£0	£0

Note 5 Funds

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Unrestricted Funds	£130,789	£364,290	£248,007	-£7,489	£239,583
Restricted Funds					
Scotland	4,950	500	5,450	0	0
Research	42,777	10,270	24,525	0	28,522
Children's Services	0	34,285	41,774	7,489	0
Information Technology - NLCB Grant	0	0	3,818	0	-3,818
Groups & Volunteering -NLCB & Other Grants	0	47,913	40,485	0	7,428
	£47,727	£92,968	£116,052	£7,489	£32,132

Note The Information Technology grant was receivable on the 1st April 2000 and covered the expenditure expended up to 31st March 2000.

	2000	1999
	£	£

Note 6 Emoluments of Employees

Gross earnings of employees	£205,592	£231,825
Employers National Insurance	£16,572	£19,553
Salary Bands		
£40,001 to £50,000	0	0
Average number of employees in year	18	18

Note 7 Trustees Expenses

Total expenses paid to trustees in year	£7,864	£5,139

These expenses represent the re-imbursement of out of pocket expenses, travel postage & stationery.

Number of trustees reimbursed in year	7	6