

**THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK**

**ACCOUNTS**

**30<sup>TH</sup> JUNE 2017**

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Smith-Magenis Syndrome (SMS) Foundation UK  
BCM Smith-Magenis Syndrome Foundation  
London  
WC1N 3XX

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Registered UK Charity No: 1072573  
Registered Scottish Charity No: SC044841

**THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK**

**Contents of the Financial Statements**

**For the year ended 30<sup>th</sup> June 2017**

	Page
Annual Report of the Trustees	3
Independent Examiner's Report	6
Receipts and Payments Account (General Purpose Fund)	8
Statement of Assets and Liabilities	9
Notes to the Accounts	10

## THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK

### Annual Report of the Trustees for the year ended 30<sup>th</sup> June 2017

The Trustees have pleasure in presenting their report together with the financial statements and the independent examiner's report for the year ended 30 June 2017.

#### Reference & Administrative Information

**Charity Name:**

The Smith-Magenis Syndrome (SMS) Foundation UK

**Charity Registration:**

UK Registered Charity No 1072573

Registered Scottish Charity SC044841

**Address:**

Smith-Magenis Syndrome (SMS) Foundation UK,

BCM Smith-Magenis Syndrome Foundation, London, WC1N 3XX

**Current Trustees:**

The Charity is administered by a management committee, comprising:

Chairperson:	Hazel Wotherspoon	(Re-elected 30/04/2017)
Trustees:	Nick Hunt	(Re-elected 22/05/2016)
	Nigel Over	(Re-elected 03/05/2015)
	Leeann Stevenson	(Re-elected 03/05/2015)
	Emma Riddell	(Re-elected 30/04/2017)
Board Member:	Mick Pearson	(Appointed 30/04/2017)

#### Structure Governance & Management

**Constitution:**

The charity is an unincorporated association. It is governed by its constitution which was adopted on 21 March 1998 and last amended on 02 June 2013.

The Smith-Magenis Syndrome (SMS) Foundation UK became registered with the Charities Commission on 24 November 1998 and the Office of the Scottish Charity Regulator on 01 May 2014.

**Appointment of Trustees:**

Trustees are elected at the Annual General Meeting to serve for terms of three years. Retiring trustees are eligible to stand for re-election. Under the constitution there must be no less than three trustees and no more than nine trustees. Up to six trustees are elected from the membership of the charity with provision for the appointment of further trustees.

At the Annual General Meeting held in Solihull on 30 April 2017, Hazel Wotherspoon and Emma Riddell stood down and were re-elected to serve for a further term of three years as Trustees. Leila Gunning resigned as a trustee and was thanked for her contribution to the Foundation.

**Management:**

The Trustees are responsible for the strategic direction and governance of the charity, and for the delivery of charitable activities to meet the objectives.

## **Objectives & Activities**

### **Charitable Purposes:**

The charity's objects ("the objects") are:

1. To preserve and protect the health and promote the relief of persons affected by Smith-Magenis Syndrome and any associated condition,
2. To advance the education of the medical profession and the general public on the subject of Smith-Magenis Syndrome and its implications for the family,
3. To advance public education by promoting research into the management of Smith-Magenis Syndrome and to publish the useful results thereof and to support organisations promoting research into Smith-Magenis Syndrome.

### **Achievements & Performance:**

During the reporting period, the Foundation delivered a weekend conference from 28 April to 01 May 2017 in Solihull. The conference was attended by around 250 delegates and professionals. The international community came together with delegates from Canada, America, New Zealand, Scandinavia, Iceland, France, Italy and the United Kingdom. 56 individuals with Smith-Magenis Syndrome were able to attend and supported with activities in parallel to the conference presentations. Social opportunities were provided in the evenings and the Monday morning.

In April 2017 a social event was hosted for families in Scotland. We were delighted that Ann Smith was able to attend both the social gathering and the conference.

Information on Smith-Magenis Syndrome continues to be made easily available through our website and increased use of social media.

A branding refresh of the Smith-Magenis Syndrome (SMS) Foundation UK logo has been undertaken to enhance its relevance to the syndrome.

Two grant schemes have been established to provide individual £500 maximum grants to help improve the life of someone with Smith-Magenis Syndrome, and a £200 regional event facilitation grant for members wishing to organise local events for families affected by Smith-Magenis Syndrome. Grants shall be restricted to a total value generally not exceeding 10% of the available unallocated funds from the previous end of year accounts. In the year to 30<sup>th</sup> June 2017, four applications were received with grants being made to provide a washing machine, IT equipment (x2) and part funding for a specialist buggy.

Collaboration with the Cerebra Centre, University of Birmingham continues for research into Smith-Magenis Syndrome.

A representative of the Foundation now attends the annual Genetics Disorders Leadership Symposium to assist in the development of links and collaboration with other organisations with similar focus, aims and objectives. The Foundation is now partnered with Genetics Disorders UK for promoting rare syndromes and fundraising through Jeans for Genes.

Hazel Wotherspoon, Chairperson, was able to attend the 2016 PRISMS conference as the representative of the Foundation helping to build connections between the international Smith-Magenis Syndrome communities.

## Financial Review

The Trust continued to make extensive efforts to raise funds and support for the charity throughout the year. This year we raised £22,827 through charitable donations and general fundraising activities as a result of the tireless efforts of our Trustees and supporters.

The biennial conference incurred costs of £46,938 including the deposit of £3,750 for the venue as reported in the previous accounts for the year ending 30<sup>th</sup> June 2016. Conference attendance fees, etc., raised £27,932. An application for grant funding from Genetic Disorders UK of £4,800 for the provision of conference activities for those with Smith-Magenis Syndrome was successful, with payment due in the accounting year to 30<sup>th</sup> June 2018. The net cost of the conference to the Foundation is therefore £14,206.

Four grants to improve the life of persons with Smith-Magenis Syndrome were provided for a washing machine, IT equipment (x2) and part funding for a specialist buggy to a total cost of £1,857.

Cash reserves at the year end of 30 June 2017 were equivalent to in excess of 10 years running costs, excluding conferences where specific funding is raised to cover the costs of these, with monetary assets of £64,658.

## Plans for Future Periods

During the next financial year, the trustees intend to continue to deliver activities to meet the objects of the charity, and particularly:

- opportunities for families to connect with one another,
- deliver and support more regional social events for families affected by Smith-Magenis Syndrome,
- develop networks for mutual support with charities of a similar nature and established applicable alliances, both in the United Kingdom and internationally,
- to actively raise the profile of the Foundation through fundraising and awareness campaigns in partnership with Genetic Disorders UK, particularly with "Jeans for Genes Day",
- celebrate 25 years of providing support to families affected by a person with Smith-Magenis Syndrome,
- promote further collaboration in research into Smith-Magenis Syndrome
- improvement the lives of people with Smith-Magenis Syndrome through the individual small grants scheme,

In addition, the Trustees shall seek, subject to success grant funding being received, to conduct a full governance review and formulate a business development strategy for the growth of the charity over the next 1, 3, 5 and 10 years.

Approved by the trustees and signed on their behalf by:



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Hazel Wotherspoon  
Chairperson

Date: 01 August 2017

THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK

**Independent Examiner's Report to the Trustees of**  
**THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK**  
**For the year ended 30 June 2017**

**Independent Examiner's Report on the Accounts**

Report to the trustees / members of:	The Smith-Magenis Syndrome (SMS) Foundation UK.
On accounts of the charity for the period:	01 July 2016 to 30 June 2017
Charity Registration:	Registered UK Charity 1072573 Registered Scottish Charity SC044841
Set out on pages:	Pages 8 and 9

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 and that an independent examination is needed or under Regulation 10(1) (d) of the Charities Accounts (Scotland) Regulations 2006.

It is my responsibility:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- examine the accounts as required under section (44)(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission and with Regulation 11 of the Charities Accounts (Scotland) 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 seeking 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 connection with 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 130 of the Charities Act 2011 and with section 44(1)(a) of the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011 and Regulation 9 of the Charities Accounts (Scotland) Regulations 2006

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.

Signed:  Date: 25/8/17

Name: Jai Paragreen

Relevant professional  
qualification(s) or body (if any): CIMA (ACMA CGMA)

Address: 3 Walnut Grove, Leven, Fife, KY8 5PP

**THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK**

**Accounts for the year to 30<sup>th</sup> June 2017**

**Statement of Receipts and Payments Account (General Purpose Fund)**

**Receipts and Payments Account: General Fund**

	Note	£ Unrestricted Funds	£ Restricted Funds	£ Total 2017	£ Total 2016
<b><u>Receipts</u></b>					
<b><u>Voluntary Sources</u></b>					
Donations and membership fees		16,937.21	-	<b>16,937.21</b>	13,349.58
Grants	4	-	-	-	4,500
Receipts from fundraising activities		5,889.67	-	<b>5,889.67</b>	-
Organised Event Income	9	27,931.79	-	<b>27,931.79</b>	-
<b>Total Receipts / Income</b>		<b>50,758.67</b>	<b>-</b>	<b>50,758.67</b>	<b>17,849.58</b>
<b><u>Payments</u></b>					
Expenses for fundraising activities	8	1,684.99	-	<b>1,684.99</b>	-
Payments relating directly to charitable activities	5	2,979.88	-	<b>2,979.88</b>	609.47
Events	9	43,188.30	-	<b>43,188.30</b>	5,273.75
Grants	10	1,856.66	-	<b>1,856.66</b>	-
Trustee Expenses	6	-	-	-	-
<b>Total Expenditure / Payments</b>		<b>49,709.83</b>	<b>-</b>	<b>49,709.83</b>	<b>5,883.22</b>
Total Receipts		50,758.67	-	<b>50,758.67</b>	17,849.58
Total Payments		49,709.83	-	<b>49,709.83</b>	5,883.22
<b>Surplus / (Deficit) for the year</b>		<b>1,048.84</b>	<b>-</b>	<b>1,048.84</b>	<b>11,966.36</b>
Transfers between funds	12	-	-	-	-
<b>Surplus / (Deficit) for the year</b>		<b>1,048.84</b>	<b>-</b>	<b>1,048.84</b>	<b>11,966.36</b>

The Notes on pages 10 & 11 form an integral part of these accounts.



**THE SMITH-MAGENIS SYNDROME (SMS) FOUNDATION UK**

**Statement of Balances on Assets and Liabilities as at 30<sup>th</sup> June 2017**

	£ Unrestricted Funds	£ Restricted Funds	£ Total 2017	£ Total 2016
<b><u>Fund Reconciliation</u></b>				
Cash at Bank & In Hand 30/06/2016	63,609.38	-	<b>63,609.38</b>	51,643.02
Surplus / (Deficit) for the year	1,048.84	-	<b>1,048.84</b>	11,966.36
<b>Cash at Bank &amp; In Hand – 30/06/2017</b>	<b>64,658.22</b>	-	<b>64,658.22</b>	<b>63,609.38</b>

**Bank & Cash Balances**

Barclays Bank Current Account			<b>61,887.15</b>	59,523.50
PayPal Account			<b>2,771.07</b>	4,085.88
Cash in Hand			-	-
			<b>64,658.22</b>	<b>63,609.38</b>

**Other Assets (Unrestricted Fund)**

There are no other assets

**Liabilities (Unrestricted Fund)**

There are no liabilities outstanding

All funds are unrestricted.

The Notes on pages 10 & 11 form an integral part of these accounts.

Approved by the trustees and signed on their behalf by:

  
 \_\_\_\_\_ Nigel Over (Trustee)

  
 \_\_\_\_\_ Hazel Wotherspoon (Trustee)

Date: \_\_\_\_\_ 01 August 2017

## Notes to the Accounts – For the Year Ended 30 June 2017

### **1. Basis of Accounting**

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities Act 2011, Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

### **2. Nature and purpose of the funds**

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the running of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. During the year, the charity received no restricted funding.

### **3. Related Party Transactions**

The charity's insurance policy includes Trustee Indemnity for all its trustees. No other remuneration was paid to the trustees or to any connected persons during the year.

### **4. Grants Received**

No grants were received in the period to 30 June 2017.

A grant application of £4,800 to Genetic Disorders UK towards conference costs was successful and this is due retrospectively in the period to 30 June 2018.

### **5. Administration**

All costs associated with consumed stationery, newsletter printing, correspondence, website hosting fees, virtual office fees, Skype subscription and insurance premiums have been combined under this heading.

### **6. Trustee Expenses**

No trustees claimed expenses during the period outside of reimbursement of direct purchases and travelling costs on behalf of the charity and recorded under Administration.

No professional nor legal fees were incurred during 2016-17.

### **7. Publications**

The charity has moved to electronic publishing through the website and social media removing printing of newsletters and other materials.

Pro Bono support from Capital Document Solutions was received for the printing of 250 Smith-Magenis Syndrome information booklets for distribution at the conference.

### **8. Fundraising**

Fundraising costs of £396 were incurred in connection with the securing of a place in the London Marathon.

Promotional banners cost £252.

General merchandising items cost £1,037.

**9. Events**

The biennial conference incurred costs of £43,188 during the period to 30 June 2017. Income from the conference attendance fees, etc., raised £27,932.

**10. Grants**

Four grants to improve the life of persons with Smith-Magenis Syndrome were provided for a washing machine, two grants IT equipment and part funding for a specialist buggy to a total value of £1,857.

**11. Research**

No further research expenditure was incurred during 2016-17.

**12. Transfers between funds**

During the year no transfers between funds has been required.