



Annual Report and Accounts

for the year ended

30th September 2010

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Annual Report and Accounts

For the year ended 30th September 2010

Statutory Information

Name, registered office and constitution of the charity

The full name of the charity is CMT United Kingdom

The legal registration details are:-

<i>Date of incorporation</i>	25 th September 2005
<i>Company Registration Number</i>	05574584
<i>Registered Office</i>	98 Broadway, Southbourne, Bournemouth, BH6 4EH
<i>Charity Registration Number</i>	1112370
<i>Telephone Number</i>	01202 432048

The members of the Board of Trustees of the Charity during the period ended 30th September 2010 were:

Mrs Lisa Welsh
Mrs Karen Butcher
Mrs Karin Rodgers
Mrs Alex Williamson
Ms Suki Jagdeo
Mrs Amarjit Jagdeo
Mr Richard Ouston
Rev Clive Harffy

Bankers

CAF Bank Ltd, Kings Hill, West Malling, Kent, ME19 4TA

Independent Examiners

Moneywise Solutions Ltd, Chartered Accountants, 9 Sherwood Avenue, Ferndown, Dorset

The report of the Trustees for the year ended 30th September 2010

Introduction

The Trustees present their annual report and accounts for the year ended 30th September 2010.

The Directors of the charitable company (the charity) are its Trustees for the purposes of charity law and throughout this report are collectively referred to as the Trustees. Their responsibilities include all the responsibilities of Directors under the Companies Acts and of Trustees under the Charities Act.

The Board of Trustees are satisfied with the performance of the charity during this period and with the position at 30th September 2010 and consider that the charity is in a strong position to continue its activities in the coming year.

We exist to help, advise and inform people with CMT in the UK, but in addition to this basic function, we are trying to

- Dramatically increase the number of members
- Increase awareness of CMT in the UK
- Generate positive media coverage to help people affected by this condition
- Improve communication with members

An explanation of the charity's main objectives for the year.

Our objectives are:

- To help safeguard and strengthen the CMT United Kingdom's membership and to enhance its reputation as a leading charity in this field
- To support and promote positive communications within the organization and mutually beneficial engagement with members by the means of a high quality website, high quality, full colour magazine and other publications, such as the Good Care Guide.
- To encourage as many members as possible to attend the Annual Conference, allowing members the opportunity to learn and network with each other, and to learn from medical professionals, who are amongst the best in their field.
- To help develop stronger connections with our CMT local groups, and to develop partnerships and mutual understanding with other groups and organizations.
- To produce high quality, reputable information and advice services and to attend other events and activities, which build on opportunities and reputation that are relevant to the CMT United Kingdom's mission.
- To support the achievement of the above by maintaining high levels of management and delivery.



Public Benefit Statement

In setting our programme, we have regard to the Charity Commission's general guidance on public benefit and ensure that our activities are in line with the Charitable aims and objectives. This will be monitored as activities develop to ensure continuing public benefit and this is clearly demonstrated from this report.

A Review of fundraising activities undertaken by the charity



We had another fantastic year with our supporters donating £89,433 to help us meet our objectives.

Justgiving.com is an incredibly useful tool for our fundraisers, with a total of 23 pages created during this year, and over £15,300 (including Gift Aid) being raised during 2009/10. When the decision was made to move into commercial offices, a Justgiving page was created by the Trustees to allow the members to assist with the costs involved in furnishing the office, which raised just over £2,000 in approximately one month.

We were fortunate enough to have an unprecedented number of people running in the London Marathon on our behalf, and we would like to thank the Muscular Dystrophy Campaign for providing them with hospitality facilities after the event.

The Grand Prize draw continues to be the main fundraising activity organized by us, and this raised just over £4,300 after expenses. This year's total revenue has been allocated towards the costs of hosting the International Convention in 2011.

We would like to express our thanks to all the members and supporters who raise a vast sum of money for us every year, which allows us to continue with our work to advance the aims and objectives, pays support costs and assists with new initiatives. There are too many to mention, but we would like you all to know that your efforts are greatly appreciated. In particular, we would like to thank all those who raise money specifically for the Young People's Weekend, including those who walked Hadrian's Wall – the kids appreciate everyone's efforts.



Amelie Pandraud has been appointed as "our" PhD student

We also launched a Research Appeal to raise funds to help fund a PhD student to work closely with Professor Mary Reilly at the Centre for Neuromuscular Disease in London, based at the National Hospital for Neurology. This student will be working on CMT Type 1a to try to determine genetic factors in the varying symptoms between individuals with the same genetic type. The total cost of the project is just under £60,000 with University College Hospitals Trust providing Mary with a grant for half the cost. We have committed ourselves to raising the other £30,000 during the three years of the project. We have been delighted with the response from all our members, including an individual who has committed himself to donating £1,000 in each of the three years, other members who are climbing to Everest Base Camp in January 2011, and the many others who add a donation onto their subscription cheque. In particular, we are grateful to the member who donated £30,000 to boost our Research Appeal. The additional monies raised will be used for further research projects in the future.

Summary of the main achievements of the charity during the year

The highlight of the year was the move into commercial offices in Bournemouth. We moved into a newly-converted premises in a quiet suburb of Bournemouth at the beginning of December 2009, and with the financial assistance of our generous members, furnished the offices comfortably. With the subsequent bad weather in January 2010, Lisa Yeates, our Administration Assistant, and Karen Butcher, Secretary, were very grateful to be in a warm centrally heated office!

Other highlights of the period included:

- ☀ Another Young People's Weekend at the Calvert Trust in the Lake District in October 2009, with 20 young people with CMT attending. Although it was another extremely wet weekend, this didn't dampen the enthusiasm of the kids attending.
- ☀ Had another successful conference at the Hilton Hotel in Coventry, with almost 200 members attending.
- ☀ Held our first National Awareness Week. This was effective mainly in showing us just how difficult it is to communicate with the public at large in a media saturated age. With a low budget and limited opportunities available in the press and other media, we nevertheless felt it was a worthwhile use of time, effort and money, and we learned some lessons towards next year's attempt.
- ☀ Trustees attended the third Neuromuscular Conference in Oxford, ensuring that we are kept in the loop with regards to research advances.
- ☀ Attended the Association of British Neurologists' Annual Conference in Bournemouth, building our relationship with these essential professionals, and also attended the College of Occupational Therapists' Annual Conference in Brighton.
- ☀ Held an "official" opening of the office in June, with the Mayor and Mayoress of Bournemouth, Councillor Barry Goldbart and Mrs Vivienne Goldbart officiating. Trustees, a few co-ordinators and some of our wonderful fundraisers were joined by Don and Margaret Read, who were instrumental in getting the organization registered as a charity back in 1988, and were on the committee for many years. A good time was had by all – and it didn't rain!
- ☀ Continued sending a monthly e-newsletter, which are a useful and cost effective way of communicating with a large number of supporters. In addition to this, the organization launched



a Facebook page, both for the organization and for “CMT Kids” and both have become useful hubs for networking and support on the internet.

And last but not least, the organization underwent a complete rebranding. This work was done on a pro-bono basis by Resonant Media and they provided us with a logo which is colourful and attractive, rebranding the organization as vibrant and active in an up to the minute context.



Resonant Media then went on to completely revamp the website, incorporating the new branding, and providing us with an easy-to-navigate site, complete with webshop and forum, both of which are already being well used, with sales increasing through the shop and the forum starting to become very active. We continue to receive the majority of our new members through the website, and numbers have been rapidly increasing over the past year, since the introduction of a year’s free membership for newcomers. This policy is continually being reviewed to ensure that we offer the best service possible for our members.

Registered charity number: 1112210 Company number: 0551483
 Site designed and developed by Resonant Media

“Working to support people affected by Charcot-Marie-Tooth Disease, also known as Hereditary Motor and Sensory Neuropathy”

Plans for Future Periods

For the period 2010/11 we intend to:

- ☀ Host the International Convention in April 2011, celebrating 25 years since the formation of CMT United Kingdom
- ☀ Attend the College of Occupational Therapists' Annual Conference in Brighton in June 2011
- ☀ Collaborate with CMTA in the USA, and hopefully with other international CMT organisations on the Awareness Event, being held during the whole month of September 2011, making this event truly global, and using social networking and the internet to the full.
- ☀ Set up local contact groups with the more distant members in Scotland.
- ☀ Streamline membership processes still further, using direct debit as a method of payment, and thus ensuring the maximum number of renewals, and minimising the number of lapsing members.
- ☀ Continue promoting the Research Appeal to continue funding the PhD student at the Centre for Neuromuscular Disease, and also to fund any other projects that may arise, and that we can afford.
- ☀ CMT Kids have pledged their time and effort to undertake a mammoth fundraising event in the Lake District, involving canoeing and cycling to raise as much money as possible through sponsorship, to express their appreciation of CMT United Kingdom and to raise it's profile. You can assist at www.justgiving.com/CMTKidsChallenge
- ☀ One of the CMT Kids group will be nominated annually by their group to represent them at Trustee meetings.

The major risks to which the charity is exposed and reviews and systems to mitigate risks.

Like all organizations during the current economic climate, we can only plan for the worst and hope for the best. We continue to exercise tight budgetary control on all our expenditure in order that all income is used properly. We are aware that the recession may lead to a drop in membership and will endeavour to mitigate this by ensuring that we continue to provide the best possible value for money. It is impossible to predict at present if we will also experience a drop in AGM attendance, but time will tell and we will aim to ensure that we always obtain the best price from the venue.

Statement of Financial Activities and Income and Expenditure Account

For the year ending 30th September 2010

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
	2010 £	2010 £	2010 £	2009 £
Incoming Resources				
<i>Incoming resources from generated funds</i>				
Voluntary Income	47,121	42,312	89,433	57,177
Activities for generating funds	4,170	8,242	10,412	9,385
Investment Income	220	-	220	1,626
<i>Incoming resources from charitable activities</i>	-	18,306	18,306	9,698
Total Incoming Resources	51,511	66,860	118,371	77,886
<i>Costs of generating funds</i>				
Costs of generating voluntary income	3,357	1,476	4,833	2,340
Fundraising trading – costs of goods and other costs	1,238	-	1,238	2,682
<i>Costs of charitable activities</i>	58,844	30,103	88,947	57,975
<i>Governance costs</i>	9,932	-	9,932	7,318
Total resources expended	73,371	31,579	104,950	70,315
Net incoming resources before transfers between funds	(21,860)	35,281	13,421	7,571
Gross transfers between funds	1,294	(1,294)	-	-
Net incoming resources before other recognized gains and losses	(20,566)	33,987	13,421	7,571
Other recognized gains and losses				
Net movement in funds	(20,566)	33,987	13,421	7,571
Reconciliation of funds				
Total funds brought forward	76,501	25,833	102,344	94,763
Total Funds carried forward	55,935	59,820	115,755	102,334

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England and Wales and is reconciled to the total funds as shown in the Balance Sheet on page 9 as required by the said statement.

All activities derive from continuing operations.

Balance Sheet

For the year ending 30th September 2010

	2009 £	2008 £
The assets and liabilities of the charity:		
Fixed assets		
Tangible assets	1	117
Total fixed assets	<u>1</u>	<u>117</u>
Current assets		
Stocks and Work in progress	2,870	500
Debtors	5,100	2,943
Cash at bank and in hand	112,931	100,442
Total current assets	<u>120,901</u>	<u>103,885</u>
Creditors:-		
Amounts due within one year	(5,147)	(1,668)
Net current assets	<u>115,754</u>	<u>102,217</u>
Total assets less current liabilities	<u>115,755</u>	<u>102,334</u>
Net assets including pension asset / liability	<u>115,755</u>	<u>102,334</u>
The funds of the charity:		
Unrestricted income funds		
Unrestricted revenue accumulated funds	55,935	76,501
Designated revenue funds	-	-
Unrestricted capital funds		
Designated fixed asset funds	-	-
Total unrestricted funds	55,935	76,501
Restricted income funds		
Restricted revenue accumulated funds	59,820	25,833
Restricted capital funds		
Total restricted funds	59,820	25,833
Total charity funds	<u>115,755</u>	<u>102,334</u>

The financial information in this summary has been extracted from the Charity's statutory accounts that were approved by the Board of Trustees on 5th February 2011. The statutory accounts have been audited, without qualification, and submitted to the Charity Commission. Copies of the full accounts are available from 98 Broadway, Southbourne, Bournemouth, BH6 4EH

Karen Butcher

Mrs K Butcher
Trustee

Approved by the Trustees on 5th February 2011

Notes to the Accounts

The individual funds are:

	Funds at 2009	Movements in funds as below	Transfers between funds	Funds at 2010
	£	£	£	£
Research fund	5,771	28,510	2,000	36,281
Projects	306	-	(306)	-
Local groups	4,898	213	(50)	5,061
Young Peoples Weekend	7,542	8,575	-	16,117
General Funds	76,502	(18,471)	(15,937)	42,094
AGM/Conference	-	(11,871)	11,871	-
200 Club	5,597	456	(3,999)	2,054
Grand Prize Draw	-	4,310	(4,309)	1
Awareness	(4,421)	1,614	3,112	305
International Convention	7,532	-	6,310	13,842
Events	(1,393)	85	1,308	-
	<u>102,334</u>	<u>13,421</u>	<u>-</u>	<u>115,755</u>

Analysis of movements as shown in the table above

	Movement in Funds	Outgoing Resources	Gains & Losses	Movement in Funds
Research fund	38,295	9,785	-	28,510
Local groups	2,133	1,920	-	213
Young People's Weekend	10,615	2,040	-	8,575
General Funds	51,512	69,983	-	(18,471)
AGM/Conference	6,871	18,742	-	(11,871)
200 Club	816	360	-	456
Grand Prize Draw	5,426	1,116	-	4,310
Awareness	1,614	-	-	1,614
Events	1,089	1,004	-	85
	<u>118,371</u>	<u>104,950</u>	<u>-</u>	<u>13,421</u>

Expenses to Trustees

The nature of the expenses paid to Trustees was in respect of travel, accommodation, subsistence and meeting costs, and the number of trustees to whom expenses payments were made was 10.

The aggregate amount of expenses paid to Trustees was

	2010	2009
	£	£
	<u>8,568</u>	<u>6,443</u>

Tangible functional fixed assets

	Office Equipment £
Asset cost	
As at 1 October 2009	5,187
At 30 September 2010	<u>5,187</u>
Accumulated Depreciation	
At 1 October 2009	5,070
Depreciation on revaluation	-
Charge for the year	116
At 30 September 2010	<u>5,186</u>
Net book value	
At 30 September 2010	<u>1</u>
At 30 September 2009	<u>116</u>

Schedule of grants paid to achieve the objects of the charity

	Unrestricted funds 2010	Restricted Funds 2010	2010 £	2009 £
Grants to Institutions				
UCL Hospitals Trust (PhD Student)	-	9,785	9,785	-
Grants to individuals	-	-	-	300
Total Grants	<u>-</u>	<u>9,785</u>	<u>9,785</u>	<u>300</u>

Charitable Expenditure

	Unrestricted funds 2010	Restricted Funds 2010	2010 £	2009 £
Fundraising publicity	2,281	-	2,281	788
Cost of fundraising activities	1,076	1,476	2,552	1,552
Goods purchased for resale	1,238	-	1,238	2,682
Cost of goods and services in furtherance of the charity's objectives	20,639	20,318	40,957	35,537
Support costs of charitable activities (reallocated from governance costs)	38,089	-	38,089	20,949
Depreciation of assets used for charitable purposes	116	-	116	1,189
Total Charitable Expenditure	<u>63,439</u>	<u>21,794</u>	<u>85,233</u>	<u>61,909</u>

Schedule to the Statement of Financial Activities

For the year ended 30 September 2010

Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work (including management and administration costs)

Incoming Resources

	Unrestricted Funds 2010 £	Restricted Funds 2010 £	Total Funds 2010 £	Prior Period Total Fund 2009 £
Legacies receivable	-	-	-	-
Donations	33,436	40,179	73,615	38,585
Gift aid tax recovered	-	-	-	-
Members' subscriptions	13,685	-	13,685	15,841
Local groups	-	2,133	2,133	2,751
Fundraising activities	1,162	6,242	7,404	7,496
Sales	3,008	-	3,008	1,889
Events income	-	18,306	18,306	9,698
Bank deposit interest received	220	-	220	1,626
Total Incoming Resources	51,511	66,860	118,371	77,886

Governance Costs

Trustees' expenses	8,568	-	8,568	6,443
Salaries – administrative staff	5,478	-	5,478	3,571
Reporting Accountant's fees	450	-	450	450
Other accountancy fees	165	-	165	390
Training and welfare	-	-	-	-
Consultancy fees	587	-	587	575
Legal Fees	694	-	694	-
Statutory fees	55	-	55	35
Courses and Conferences	-	-	-	151
Rent payable	7,888	-	7,888	3,697
Rates, Water and service charges	707	-	707	-
Insurance	1,283	-	1,283	847
Light and heat	493	-	493	-
Premises repairs and renewals	400	-	400	39
Telephone & broadband	1,118	-	1,118	589
Postage	4,351	-	4,351	2,964
Stationery and printing	2,192	-	2,192	1,215
Information and publications	-	-	-	35
Subscriptions	666	-	666	421
Software	689	-	689	3,131
Computer and office expenses	9,071	-	9,071	3,276
Bank charges	550	-	550	438
Advertising and PR	2,616	-	2,616	-
Support costs for charitable activities	(38,089)	-	(38,089)	(20,949)
Total governance costs after reallocation	9,932	-	9,932	7,318

“Working to support people affected by Charcot-Marie-Tooth Disease, also known as Hereditary Motor and Sensory Neuropathy”

cmt United Kingdom
Together we are stronger



Contact CMT United Kingdom at:

**98 Broadway
Southbourne
Bournemouth
BH6 4EH**

Telephone: 0800 6526316 or 01202 432048

Email: info@cmtuk.org.uk

Website: www.cmt.org.uk

Registered Charity Number 1112370

“Working to support people affected by Charcot-Marie-Tooth Disease, also known as Hereditary Motor and Sensory Neuropathy”