

National Tremor Foundation Charitable Trust

**Report & Financial Statements
for the year ended 31 December 2015**

Charity number: 1042013

National Tremor Foundation Charitable Trust

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National Tremor Foundation Charitable Trust
Trustees' Annual Report for the Year Ended 31 December 2015

OBJECTIVES & ACTIVITIES

The Trust's objects are:

- To promote, centralise and co-ordinate for the benefit of the public any form of research into essential, idiopathic and hereditary tremor and to disseminate and publish the useful results of such research.
- To relieve the need of sufferers from essential, idiopathic and hereditary tremor.
- To advance the education of the public in the subject of essential, idiopathic and hereditary tremor.

The Trust is currently able to resource these charitable activities:

- **Information.** Provision of knowledge to people affected by tremor or movement disorders of various parts of the body in order to help them and their families/carers manage the condition. The initial source for the Trust's beneficiaries is the website which the Trust believes is the leading source of information on this condition for over one million sufferers in the UK. Further sources are a newsletter (available in hard and soft copy), a general telephone enquiry service and access to an advisory panel.
- **Beneficiary support.** This activity covers the annual conference, active support and the encouragement/subsidy of regional support groups where there are known clusters of interested beneficiaries.

ACHIEVEMENTS & PERFORMANCE

This section explains the activities for the reporting period; in a difficult economic environment the Trust has managed to keep costs to a minimum and maintain the central office support facility.

Information

The website gives a range of information on tremors (from diagnosis and clinical characteristics to current research topics and help for carers) and attracted increased visitors from USA and the UK. In comparison to 2014, users of the website increased by 58% in 2015 (from 38,664 visitors to 61,130) - with 82% of the visitors being new to the site. Page views increased 64% from 105,003 to 172,369. Our social networking continued to grow with our established Facebook page proving very popular and our Twitter account attracting increased interest. The discussion forum and "ask the panel" section on our website, continued to attract regular interaction & discussion with members. The general forum allows our members to interact with other people with similar tremor related topics. An IT specialist continually updates the website with tremor related news on research & the NTF itself.

Beneficiary Support

The Primary Orthostatic Tremor group held its own meetings during 2015 and financial aid was given towards the costs of holding these meetings. The Scottish Tremor group was financially assisted with £300 towards the cost of its meeting at the Royal Highland Hotel in March 2015. Active support has included payments to the POT group towards newsletters & further development. Beverley Spicer, a NTF member with a tremor, undertook a charity skydive. Sponsorship money received as a result of the skydive, which was highly publicised in local media & NTF social networking sites, was taken via our Virgin Giving page. The Trust currently has three active regional support groups and is always looking to set up further groups around the UK. Such regional/local groups provide the opportunity for beneficiaries to regularly meet together for mutual support which is highly valued. It is important for them to have an environment where they feel comfortable socialising without being conscious of a tremor - and thus reducing isolation. The Foundation continued to maintain the Helpline for patients, their carers and medical professionals. A new information booklet was produced and distributed when request to help with understanding and coping with the problems of Essential Tremor. A number of enquiries were received in connection with children, many of whom experience difficulties in school.

COMMUNICATIONS & FUNDRAISING REVIEW

As in previous years funding was requested from charitable trusts that are concerned with helping organisations dedicated to helping disabled people. The Foundation received substantial support from 32 donors. In view of the continuing low interest rate caused by the national economic climate the level of donations has again been modest but very welcome. A direct approach via letter, internet and occasional personal visits was adopted as the most cost efficient method of generally raising funds. £10,000 was also secured (cash received January 2016) towards a research project. Many members also sent donations to help maintain the services of The Foundation and appreciation is given to some members who organised local events such as the Murder Mystery Night, parachute jump and as guest speakers at Rotary and Probus Clubs. The main fundraising strategy was direct postal contact with Charitable Trusts by post as the most cost efficient method. Some personal visits were used when permitted by potential donors. The low national interest rates reduced available income for distribution by most funding sources. Donations from members and local events also added to the Foundation's revenue.

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Trustees' Annual Report for the Year Ended 31 December 2015

PLANS FOR FUTURE PERIODS

The Trust's main priority is to continue to develop the website further - both its technical capability and content - due to the wide reach and accessibility (important for tremor-sufferers) of the web and the importance of social media channels. The website is due to undergo a major overhaul in 2016 enabling a more user friendly experience for users with mobile phones and tablets. This facility should increase the use of the recently developed on-line user-friendly member's forum and automated online donations.

Our ultimate objective is to provide some funding for research into basic mechanisms and therapies for tremors of all types, particularly those in the essential tremor groups, including primary orthostatic tremor which is generally poorly supported from other funding bodies. Money towards a research grant at Charing Cross hospital, Imperial College London will be made available in 2016. The research study is to assist in the evaluation of the effectiveness and safety of Exablate Transcranial MR Guided Focused Ultrasound Thalamotomy treatment for people with medication refractory essential tremor syndrome. Such activities are dependent on continued funding availability - which is secondarily dependent on the economic climate.

The Trust also intends to produce newsletters on a regular basis (dependant on content being available) with the assistance of a member from the POT group. We anticipate greater interaction via our Facebook page and will look to use Twitter as a tool for raising further awareness. For 2016, membership to the NTF will again be free, although we will encourage donations from individuals along with our ongoing search for funds via charitable trusts.

We anticipate that the Introduction of Lord Julian Fellowes as honorary president will bring many benefits towards raising the profile of the NTF and awareness of Essential Tremor, of which Lord Fellowes is a sufferer.

PUBLIC BENEFIT STATEMENT

The Trustees confirm that they have complied with the duty in the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. As stated elsewhere in this report, the Trust's charitable activity work is clear evidence of both the identifiable benefit provided and the relation of this benefit to the charity's aims. Continuing website feedback shows that the Trust is regularly reaching people affected by tremors - both in UK and overseas, with a large increase in visitors to the website in 2015 in comparison to 2014.

FINANCIAL REVIEW

Our income received for 2015 reached £34,485 thanks primarily to donation from various trusts & members. £4,100 of these funds are for restricted use in 2016. With membership free, we encouraged members to voluntarily donate. Our primary costs continue to be invested in fundraising and our website - with a dedicated IT specialist now employed to continually monitor and upgrade the website. After reporting a healthy surplus of £16,393 for 2014, we finished 2015 with a small deficit of £3,471; voluntary donations & money from trusts were down by almost £30k on the previous year.

Reserves Policy

The Trustees would ideally like to establish a level of reserves that would meet 12 months of operational costs (approximately £40k) should there be a gap in funding. At the year end the reserves held were £84,330 (previous year £91,314).

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

- at date of report's approval:

Professor Leslie J Findley TD,MD, FRCP (Consultant Neurologist)	Chairman
Kevin Harfoot	Treasurer
Dr Peter Bain MBBS MA MD FRCP (Consultant Neurologist)	
Lizzie Graham	
John Kidney (Solicitor)	

Registered Office

Long Term Conditions Centre
Gubbins Lane
Harold Wood
Romford RM3 0BE

Bankers

National Westminster Bank

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Trustees' Annual Report for the Year Ended 31 December 2015

Independent Examiner

Frank Learner
Greengage Associates
8 Ffordd Cwm Cidi, Barry
Vale of Glamorgan CF62 6LH

Charity Registration Details

Name: National Tremor Foundation Charitable Trust
No: 1042013

STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

The Trust is governed by a Declaration of Trust dated 19 October 1994 and was registered as a charity on 9 November 1994.

Recruitment and Appointment of Trustees

New trustees are recruited for the special contribution they can make to the Trust and are appointed by resolution of the Trustees.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Charity law requires the Trustees to prepare a trustees' annual report and financial statements for each financial year which show a true and fair view of the state of affairs of the Trust and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the applicable Charities SORP.
- Make judgements 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.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operational existence.

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 ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations and the provisions of the constitution. They are also responsible for the maintenance and integrity of the Trust, safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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) published on 16 July 2014.

Statement as to disclosure to the independent examiner

In so far as the Trustees are aware at the time of approving the trustees' annual report:

- There is no relevant information, being information needed by the independent examiner in connection with preparing his report, of which the independent examiner is unaware.
- The Trustees, having made enquiries of fellow trustees and the independent examiner that they ought to have individually taken, have each taken all steps that they are obliged to take as a trustee in order to make themselves aware of any relevant information for the independent examination and to establish that the independent examiner is aware of that information.

Approved by the trustees on 4th June 2016 and signed on their behalf by:



Professor L J Findley
Chairman

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE NATIONAL TREMOR FOUNDATION CHARITABLE TRUST

I report on the Trust's accounts for the year ended 31 December 2015, which are set out on pages 5 - 9.

Respective responsibilities of Trustees and examiner

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The Trust's gross income for this year has not exceeded £250,000.

Having satisfied myself that the Trust is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Trust 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 you as 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

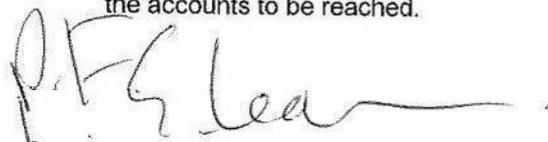
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.



Frank Loarner DChA
Fellow, Association of Charity Independent Examiners

4th June 2016

Greengage Associates
8 Ffordd Cwm Cidi
Barry
Vale of Glamorgan CF62 6LH

National Tremor Foundation Charitable Trust

Statement of Financial Activities for the Year Ended 31 December 2015

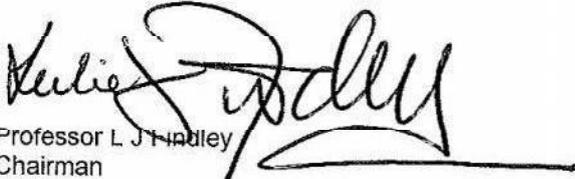
	Notes	Unrestricted funds £	Restricted funds £	Total for year	
				2015 £	2014 £
Income from:					
Donations and legacies					
Donations		13,938	-	13,938	19,538
Grants		16,300	4,100	20,400	43,085
Legacy		-	-	-	1,000
Charitable Activities					
Beneficiary Support		147	-	147	103
Total Income		<u>30,385</u>	<u>4,100</u>	<u>34,485</u>	<u>63,726</u>
Expenditure on:					
2 Raising funds					
		20,690	-	20,690	24,066
Charitable Activities					
Information		12,258	-	12,258	15,890
Beneficiary Support		4,422	587	5,009	7,377
Total Resources Expended		<u>37,369</u>	<u>587</u>	<u>37,956</u>	<u>47,333</u>
Net movement in funds		(6,984)	3,513	(3,471)	16,393
Reconciliation of funds					
Total funds brought forward		<u>91,314</u>	<u>10,725</u>	<u>102,039</u>	<u>85,645</u>
Total funds carried forward		<u>84,330</u>	<u>14,238</u>	<u>98,568</u>	<u>102,038</u>

National Tremor Foundation Charitable Trust

Balance Sheet as at 31 December 2015

	Notes	31 December 2015		31 December 2014	
		£	£	£	£
Current assets					
Debtors	5	580		375	
Cash at bank		<u>107,506</u>		<u>110,535</u>	
		108,086		110,910	
Creditors: Amounts falling due within one year	6	<u>(9,518)</u>		<u>(8,871)</u>	
Net current assets/(liabilities)			98,568		102,039
Net Assets			<u>98,568</u>		<u>102,039</u>
Funds					
Unrestricted income funds			84,330		91,314
Restricted income funds	7		<u>14,238</u>		<u>10,725</u>
			<u>98,568</u>		<u>102,039</u>

Approved by the trustees on 4th June 2016 and signed on their behalf by:


 Professor L. J. Hindley
 Chairman

The notes on pages 7 to 9 form part of these financial statements

National Tremor Foundation Charitable Trust

Notes to the Financial Statements for the Year ended 31 December 2015

1. ACCOUNTING POLICIES

Basis of preparation. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have also been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

The charity has undertaken early application of Update Bulletin 1 (effective 1 January 2016) to Charities SORP (FRS 102) and has adopted some of the reporting requirements for larger charities.

Reconciliation with previous Generally Accepted Accounting Practice and Transition to FRS 102. This is the first set of annual accounts prepared under the accounting policies required by FRS 102 and the Charities SORP (FRS 102). The trustees have decided that no restatement of comparative items was required. The opening fund balances at the transition date of 1 January 2014 have thus not been restated and no subsequent restatement of items has been required in making the transition to FRS 102.

Preparation of the accounts on a going concern basis. The trustees consider that charity can continue as a going concern for at least the next 12 months.

Income. Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest receivable. Interest on any funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Fund accounting. Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor, or charity when making an appeal, has specified are to be solely used for particular areas of the charity's work.

Expenditure and irrecoverable VAT. Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds cover all expenditure incurred by the charity to raise funds for its charitable purposes - including the costs of all fundraising activities, events and non-charitable trading activities, plus the associated support costs.
- Expenditure on charitable activities includes the costs of information provision and beneficiary support undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Allocation of support costs. Support costs are those functions, such as office overheads and governance, that assist the work of the charity but are not a direct cost of reported activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 3.

Tangible fixed assets. Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over an estimated useful economic life of 4 years on a straight line basis. The charity has no such eligible assets.

National Tremor Foundation Charitable Trust
Notes to the Financial Statements for the Year ended 31 December 2015

Stock. Stock is included at the lower of cost or net realisable value. The charity has no material stock holdings.

Financial Instruments. The charity only has financial assets and financial 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Debtors Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand. Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions. Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 EXPENDITURE	Direct £	Contractor £	Support £	2015 £	2014 £
Cost of Generating Funds	804	12,304	7,582	20,690	24,066
Charitable Activities					
Information	1,140	2,051	3,067	12,250	15,800
Beneficiary Support	1,211	2,051	1,747	5,009	7,377
Total Resources Expended	9,154	16,405	12,397	37,956	47,333

Costs have been attributed on a basis consistent with the use of resources. Where costs cannot be allocated, they are apportioned by the estimated percentage of time spent on each activity.

3 SUPPORT COSTS	Raising Funds £	Information £	Benef Supp £	2015 £	2014 £
Governance	3,621	1,087	1,087	5,795	6,218
Communications	2,253	1,126	375	3,755	4,930
Office	1,708	854	285	2,847	3,002
Total Support Costs	7,582	3,067	1,747	12,397	14,150

Costs are apportioned by the estimated percentage of time spent on each activity. Governance costs comprise: contractor £2,895 (prev yr £2,862), independent examination £ 645 (prev yr £645), other services from independent examiner £690 (prev yr £690), subscriptions nil (prev yr £213) and trustee-related expense £1,565 (prev yr £1,807).

4 OTHER TRANSACTION INFORMATION

2014 income was £63,726; the only restricted element was £10,725 for grants; all the 2014 expenditure of £37,956 was unrestricted.

For 2015 unrestricted funds, Income of £30,385 and expenditure of £37,369 on an opening balance of £91,314 produced a closing balance of £84,330.

The charity does not employ any staff and relies on a contractor for its office duties.

National Tremor Foundation Charitable Trust

Notes to the Financial Statements for the Year ended 31 December 2015

Two trustees were directly re-imbursed for travel expenses totalling £139 (previous year: 2 trustees £740). Expenditure attributable collectively to services provided to trustees (room-hire etc) was £1,425.

There were no material waived trustee expenses.

No trustee received remuneration or other benefits in connection with trustee duties or other services.

There were no related party transactions in this reporting period that require disclosure.

5 DEBTORS	2015	2014
	£	£
Prepayment	580	375
Total debtors	<u>580</u>	<u>375</u>
6 CREDITORS	2015	2014
	£	£
Trade creditors	1,322	675
Accruals	1,335	1,335
Other creditors	6,861	6,861
Total creditors	<u>9,518</u>	<u>8,871</u>

7 RESTRICTED FUNDS	1 Jan 2015	Income	Spend	31 Dec 2015
	£	£	£	£
Neuro Rating Scale Project	10,000	-	-	10,000
Orthostatic Tremor Group	726	-	587	138
Video Production	-	1,000	-	1,000
Yorkshire	-	1,000	-	1,000
Support Group/Helpline	-	1,000	-	1,000
Essential Tremor Research	-	1,000	-	1,000
Youngsters	-	100	-	100
	<u>10,726</u>	<u>4,100</u>	<u>587</u>	<u>14,238</u>

The Neuro Rating Scale project is to fund a qualified Movement Disorder nurse to record the progress of a programme of deep brain stimulation operations and create a Neuro Rating Scale for national publication; project yet to start: funds to be diverted in 2016 if project aborted & agreed with donor. The Orthostatic Tremor funding is for the group's running costs. The video production funding is for an advice video on undergoing tremor-related surgery. The Yorkshire funding has a geographic restriction. The SupportGroup/Helpline funding is for the expansion of these services. The Essential Tremor Research funding is self-explanatory, and the Youngsters funding is for educating & assisting young people with Essential Tremor.

8 FUND/ASSET ANALYSIS	Unrestricted	Restricted	2015	2014
	funds	funds	total funds	total funds
	£	£	£	£
Net current assets	84,330	14,238	98,568	102,039
	<u>84,330</u>	<u>14,238</u>	<u>98,568</u>	<u>102,039</u>

