



**THE ASSOCIATION OF ANAESTHETISTS**  
*of Great Britain & Ireland*

*A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL*

*Company Number 1888799*

Registered Office	21 Portland Place London W1B 1PY
Auditors	Hartley Fowler LLP, Chartered Accountants 44 Springfield Road, Horsham RH12 2PD
Bankers	HSBC PO Box 648 27-32 Poultry, London EC2P 2BX
Solicitors	Hempsons Hempsons House 40 Villiers Street, London WC2N 6NJ

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**DIRECTORS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST MARCH 2005**

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**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

**DIRECTORS' REPORT**

The directors present their annual report and the audited Financial Statements for the year to 31st March 2005.

**1 Statement of Directors' Responsibilities**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the income and expenditure of the Association for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then 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 Association will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Association and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors have established systems of internal control, comprising financial estimates and annual budgets, delegated authorities for operational management and segregation of duties, reviews of financial and investment performance and the identification and management of risks.

The internal controls are subject to ongoing assessment and evaluation by the directors. At least two meetings a year are held to consider financial management and performance in detail. In addition, the Honorary Treasurer reports on financial matters to each Council meeting of the Association, comprising directors and co-opted members. These meetings record the formal review and approval of all aspects of finance, internal controls and accounts.

**2 Review of Activities**

The principal activities of the Association were the promotion of the development and study of anaesthetics and the fostering of research into anaesthetics and allied subjects.

A full review of activities is given in the Annual Report.

**3 Nature of the Company**

The Association is a Company limited by Guarantee and does not have a share capital.

**4 Results**

The Association made a surplus for the year amounting to £1,969 after a transfer of £150,000 to the Development Fund (2004: a surplus of £2,013). The Association is prohibited by its Memorandum of Association from paying a dividend to its Members.

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

**DIRECTORS' REPORT**

Income from all sources exceeded the previous year, with the exception of sponsorship and donations which last year benefited from sponsorship of the official opening of the Association's headquarters. Exhibition income associated with scientific meetings increased, with a contribution from the Annual Congress. The Association continued the publication of its prestigious scientific journal "Anaesthesia" from which it derives a substantial income, together with "Anaesthesia News", the journal for members. In addition, the Association generated a small net income before allocated overheads from administration and event management services to a number of specialist societies related to anaesthesia. The post of Specialist Societies Secretary to assist with this service is made possible by industry sponsorship.

Expenses of operation were lower than the previous year, following completion of the move to 21 Portland Place, which had resulted in exceptional costs. The membership and events database is a major asset and is being redeveloped to provide member access. The costs of development have been capitalised and will be depreciated on completion of the project.

During the year, the Association maintained a significant level of donation by Gift Aid to the Education and Research Trust to advance its educational programme and to fund support costs for its activities.

The Association's investments in the stock market increased in value during the year and at the market prices ruling on 31st March 2005 generated further unrealised gains. Disposals during the year resulted in an overall gain of £2,588, which is reported as a loss of £2,753 in the year, after deducting previously recognised gains. Cash is held on deposit as part of reserves to meet future operating costs. The Association's Investment Committee takes professional advice in the selection of investments and in reviewing portfolio performance against investment objectives. The Association has set income and risk objectives, together with guidelines on diversification of the portfolio.

A Development Fund has been re-launched to enable the Association to fund future developments. An amount of £150,000 was transferred in the year to this designated fund.

**5 Directors**

The directors who served during the year were as follows:

Dr Hilary Anne Aitken	Dr Allan William Harrop-Griffiths
Dr Richard John Scriven Birks	Dr Ian Gordon Johnston
Dr David George Bogod	Dr Leslie Roderick McNicol
Dr John Anthony Carter	Dr Ellen Patricia O'Sullivan
Dr William Alastair Chambers	Dr Ranjit Verma
Dr John Robert Dick	Dr Peter Gunn MacRae Wallace
Dr Diana Elizabeth Dickson	Dr Michael Yoong Kan Wee
Dr James Fraser Down	Dr David Kenneth Whitaker
Dr Stephanie Kathleen Greenwell	Dr David John Wilkinson
Professor Michael Harmer	Dr Iain Henry Wilson

The following directors served until 23rd September 2004:

Dr Christopher John Barham  
Dr Michael Elliott Ward  
Dr Iain David Levack

**ASSOCIATION OF ANAESTHETISTS  
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**DIRECTORS' REPORT**

**5 Directors - *continued***

The following directors served from 23rd September 2004:

Dr Leslie William Gemmell  
Dr Sean McDevitt  
Professor David John Rowbotham

Dr David Kenneth Whitaker ceased to hold the office of Secretary, having completed his term of office, and Dr William Alastair Chambers was appointed Secretary, on 23rd September 2004.

**6 Political and Charitable Contributions**

During the year the Association made gross charitable contributions of £2,000 to the Royal Medical Benevolent Fund, £1,000 to the Royal Humane Society and £658,000 to the Association of Anaesthetists of Great Britain and Ireland Education and Research Trust.

**7 Auditors**

On 1st June 2005, Hartley Fowler, the Company's auditors transferred their business to Hartley Fowler LLP, a limited liability partnership incorporated under the Limited Liability Partnerships Act 2000. The Company's consent has been given to treating the appointment of Hartley Fowler as extending to Hartley Fowler LLP with effect from 1st June 2005 under the provisions of section 26(5) of the Companies Act 1989. A resolution to re-appoint Hartley Fowler LLP as the Company's auditor will be proposed at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of the Board

***W A Chambers*** Secretary

Dated *3rd June 2005*

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE ASSOCIATION OF ANAESTHETISTS OF GREAT  
BRITAIN AND IRELAND**

We have audited the financial statements on pages 5 to 11 of the Association of Anaesthetists of Great Britain and Ireland for the year ended 31st March 2005. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention (as modified by the revaluation of investments) and the accounting policies set out therein.

This report is made solely to the Association's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association's members as a body, for our audit work, for this report, or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS**

As described in the Statement of Directors' Responsibilities the Association's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the Association has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding director's remuneration and transactions with the Association is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatement within it.

**BASIS OF AUDIT OPINION**

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Association's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. 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 affairs of the Association as at 31st March 2005 and of its profit for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Dated *14th June 2005*  
44 Springfield Road  
Horsham RH12 2PD

***Hartley Fowler LLP***  
Chartered Accountants  
Registered Auditors

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Income and Expenditure Account for the year ended 31st March 2005*

2004 £		Note	£
	<b>Income</b>		
969,703	Membership Subscriptions		1,089,605
254,404	Publication of "Anaesthesia"	2	280,978
90,550	Exhibitions	3	223,227
28,994	Investment Income	4	37,285
10,856	Bank and Other Interest Receivable		16,399
73,351	Sponsorship and Donations		27,500
2,426	Income from services		46,030
9,322	Other Income		28,784
<u>1,439,606</u>			<u>1,749,808</u>
	<b>Expenditure</b>		
165,594	Publication of "Anaesthesia"	2	164,021
74,069	Exhibitions	3	187,604
412,843	Administrative Expenses	5	325,004
39,620	Accommodation costs		24,960
66,955	Official opening of 21 Portland Place		-
207,512	Other Expenses	6	235,497
471,000	Grant to Education and Research Trust		658,000
<u>1,437,593</u>			<u>1,595,086</u>
	<b>Surplus of Income over Expenditure before disposal of investments</b>		154,722
2,013	Profit/(Loss) on Disposal of Investments		(2,753)
<u>2,013</u>	<b>Surplus of Income over Expenditure</b>		<u>151,969</u>
-	Transfers (to)/from Designated Funds		(150,000)
<u>2,013</u>	Retained Surplus for the year		<u>1,969</u>

**Continuing Operations**

None of the Association's activities were acquired or discontinued during the current or previous years.

Statement of Total Recognised Gains and Losses

£		£
2,013	Surplus for the year	1,969
67,598	Unrealised Gain/(Loss) on Revaluation of Investments	133,410
<u>69,611</u>	Total Recognised Gains and Losses since last Annual Report	<u>135,379</u>

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Balance Sheet as at 31st March 2005*

2004 £		Note	£
	<b>Fixed Assets</b>		
	Tangible Assets		
88,630	Furnishings and Office Equipment	9	95,790
<u>88,630</u>			<u>95,790</u>
1,098,303	Investments	10	1,422,164
<u>1,186,933</u>			<u>1,517,954</u>
	<b>Current Assets</b>		
10,799	Stock	11	9,276
522,762	Debtors	12	429,278
215,373	Cash at Bank and In Hand		316,212
850,000	Loan to Education and Research Trust	13	850,000
<u>1,598,934</u>			<u>1,604,766</u>
	<b>Creditors: Amounts falling due within one year</b>		
248,356	Subscriptions in Advance		282,623
133,458	Creditors	14	145,324
<u>381,814</u>			<u>427,947</u>
<u>1,217,120</u>	<b>Net Current Assets</b>		<u>1,176,819</u>
<u>2,404,053</u>	<b>Total Assets less Current Liabilities</b>		<u>2,694,773</u>
	<b>Represented by:</b>		
71,010	Revaluation Reserve	15	204,420
-	Development Fund	16	150,000
2,333,043	General Fund	17	2,340,353
<u>2,404,053</u>			<u>2,694,773</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

*M Harmer* Director

*R J S Birks* Director

*The directors approved the Financial Statements on 3rd June 2005.*

The notes form part of these financial statements.

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Notes to the Financial Statements for the year ended 31st March 2005*

**1 ACCOUNTING POLICIES**

The accounts are prepared under the historical cost convention except for fixed asset investments which are valued at market value.

All individual assets with a cost of more than £100 or forming part of a larger capital project are capitalised and included in the balance sheet at cost, including software in the course of development. Depreciation is provided at the following rates on a straight line basis:

Furnishings	10%
Office Equipment	20% - 33%

The Association operates a defined contribution pension scheme. Contributions are charged to the Income and Expenditure Account as they become payable under the scheme.

Investments are valued at market value. The unrealised gains or losses are taken to the Revaluation Reserve.

Stocks are valued at the lower of cost and net realisable value.

The subscription year runs to 30th June and one quarter of the subscriptions received for the year are carried forward as subscriptions paid in advance. No accrual is made for outstanding subscriptions.

**2 PUBLICATION OF "ANAESTHESIA"**

2004		
£		£
254,404	Income from Publication	280,978
<u>165,594</u>	Less: Expenses	<u>164,021</u>
<u>88,810</u>		<u>116,957</u>

**3 EXHIBITIONS**

2004		
£		£
90,550	Income from Marketing	223,227
<u>74,069</u>	Less: Expenses	<u>187,604</u>
<u>16,481</u>		<u>35,623</u>

The surplus on exhibitions was donated by Gift Aid to the Education and Research Trust.

**4 INVESTMENT INCOME**

2004		
£		£
22,883	Fixed Interest Securities	18,713
<u>6,111</u>	Other Investments	<u>18,572</u>
<u>28,994</u>		<u>37,285</u>

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Notes to the Financial Statements for the year ended 31st March 2005*

**5 ADMINISTRATIVE EXPENSES**

2004		£
£	<i>Gross Costs</i>	£
310,063	Salaries and Other Staff Costs	237,780
174,018	Printing and Office Expenses	139,936
149,547	Travelling Expenses	131,379
44,535	Public Affairs	35,298
37,068	Computer Services	35,846
9,201	Telephones and Fax	9,028
6,726	Insurance	8,616
48,001	Legal and Professional Charges	46,151
81,081	Depreciation of Office Equipment	62,180
<u>860,240</u>		<u>706,214</u>
	Recovered from Education and Research Trust	
34,000	Special Activities	45,000
<u>409,120</u>	Administrative Expenses (50%)	<u>322,107</u>
<u>443,120</u>		<u>367,107</u>
	Retained by the Association	
8,000	Special Activities	17,000
<u>409,120</u>	Administrative Expenses (50%)	<u>322,107</u>
<u>3,723</u>	Audit Fee	<u>2,897</u>
<u>412,843</u>		<u>325,004</u>

**6 OTHER EXPENSES**

2004		£
£		£
22,191	Travelling Abroad	28,391
3,127	Subscription – WFSA	4,701
1,877	Subscription – CENSA/ESA	1,922
9,100	Standing Committee expenses	11,778
45,872	Meetings - sundry expenses	35,053
11,360	Working Party expenses	-
43,947	Personal Accident Insurance for members	47,974
22,926	Linkman Conference	15,244
21,196	Specialist Society Support	60,647
7,491	Investment Management Fees	6,953
10,942	Miscellaneous Expenses	10,220
4,483	Depreciation of Furnishings	9,614
2,000	Donation - Royal Medical Benevolent Fund	2,000
1,000	Donation - Royal Humane Society	1,000
<u>207,512</u>		<u>235,497</u>

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Notes to the Financial Statements for the year ended 31st March 2005*

**7 EMPLOYEE COSTS**

The average number of people employed by the Association during the year was ten, including Specialist Societies support (2004: 9). The payroll costs comprised:

2004		£
267,813	Salaries	239,686
25,019	Social Security Costs	25,253
15,078	Pension Costs	15,170
<u>307,910</u>		<u>280,109</u>

The Association operates a defined contribution pension scheme. Contributions are made for eligible staff and assets are held in independently administered funds.

**8 TAXATION**

There is no liability to Corporation Tax arising on the surplus for the year ended 31st March 2005 (2004: Nil). Provision for deferred tax is not required.

**9 FURNISHINGS AND OFFICE EQUIPMENT**

2004		Furniture & Furnishings	Office Equipment	Total £
472,338	Cost at beginning of year	127,656	371,824	499,480
(11,239)	Disposals this year at cost	(64,085)	(42,647)	(106,732)
38,381	Additions this year at cost	12,293	6,558	18,851
-	Development costs	-	60,103	60,103
<u>499,480</u>	Cost at end of year	<u>75,864</u>	<u>395,838</u>	<u>471,702</u>
Depreciation				
333,938	Provided at beginning of year	106,576	304,274	410,850
(8,652)	Disposals this year	(64,085)	(42,647)	(106,732)
85,564	Charge for the year	9,614	62,180	71,794
<u>410,850</u>	Provision at end of year	<u>52,105</u>	<u>323,807</u>	<u>375,912</u>
<u>88,630</u>	Net Book Value at end of year	<u>23,759</u>	<u>72,031</u>	<u>95,790</u>

The Association's inventory was reassessed during the year and obsolete assets were written-off. Costs incurred in developing the Association's database have been capitalised; no depreciation is chargeable until the development is commissioned.

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Notes to the Financial Statements for the year ended 31st March 2005*

**10 INVESTMENTS**

	£	£
	502,871	1,098,303
	527,834	387,863
	-	(197,412)
	<u>67,598</u>	<u>133,410</u>
	<u>1,098,303</u>	<u>1,422,164</u>
		<i>Analysis of investments - at cost</i>
	<u>1,027,293</u>	<u>1,217,744</u>
		Investment and Unit Trusts - UK listed

**11 STOCK**

	2004 £	£
	5,287	4,586
	<u>5,512</u>	<u>4,690</u>
	<u>10,799</u>	<u>9,276</u>
		Souvenirs for sale
		History of the Association publication

**12 DEBTORS**

	2004 £	£
	45,575	37,516
	373,735	272,462
	56,237	58,760
	<u>47,215</u>	<u>60,540</u>
	<u>522,762</u>	<u>429,278</u>
		Trade Debtors
		Education and Research Trust Current Account
		Other Debtors
		Prepayments

**13 LOAN TO THE EDUCATION AND RESEARCH TRUST**

The loan to the Association of Anaesthetists of Great Britain and Ireland Education and Research Trust is unsecured and repayable on demand.

**14 CREDITORS**

	2004 £	£
	117,476	118,231
	<u>15,982</u>	<u>27,093</u>
	<u>133,458</u>	<u>145,324</u>
		<i>Amounts falling due within one year</i>
		Trade Creditors
		Taxes and Social Security Costs

**ASSOCIATION OF ANAESTHETISTS  
OF GREAT BRITAIN AND IRELAND**

*Notes to the Financial Statements for the year ended 31st March 2005*

**15 REVALUATION RESERVE**

2004		£
£		
3,412	At beginning of year	71,010
-	Transfer of realised (gain)/loss	-
<u>67,598</u>	Movement during the year	<u>133,410</u>
<u>71,010</u>	At end of year	<u>204,420</u>

The revaluation reserve arises on the valuation of investments at market value.

**16 DEVELOPMENT FUND**

2004		£
£		
-	At beginning of year	-
-	Transfer (to)/from Income and Expenditure Fund	150,000
<u>-</u>	At end of year	<u>150,000</u>

The Development Fund has been established to promote the future development of the specialty of anaesthesia.

**17 GENERAL FUND**

2004		£
£		
2,331,030	At beginning of year	2,333,043
2,013	Surplus for the year	1,969
-	Transfer of realised gains/(losses)	5,341
<u>2,333,043</u>	At end of year	<u>2,340,353</u>

The Association is prohibited by its Memorandum of Association from paying a dividend to its Members. The company is controlled by its members and managed by a Council elected by the members.

**18 FUTURE CAPITAL EXPENDITURE**

There were no amounts contracted but not provided for in the Accounts.