REGISTENED NO: 267618Q.

# INTERNATIONAL ASSOCIATION OF HYDROLOGICAL SCIENCES LIMITED

(A company limited by guarantee)

Report and Financial Statements for the Year Ended 31 December 2005

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# Financial Statements for the Year Ended 31 December 2005

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## Company Information as at 31 December 2005

### **Directors & Trustees**

Dr A Gustard Dr. J.C. Rodda Prof. D.E. Walling Dr. C.A Onstad Dr P Hubert Dr A J Askew

## Secretary & Trustee

F Farquharson

### **Registered Office**

8 St Mary's Street Wallingford Oxfordshire OX10 0EL

### Registered No.

2676180

### **Business Address**

Centre for Ecology and Hydrology Wallingford Oxfordshire OX10 8BB

### Accountants

Colman Felton and Company Chartered Accountants 8 St Mary's Street Wallingford Oxfordshire OX10 0EL

## Charity No.

1078635

# Report of the Trustees For the Year Ended 31 December 2005

The trustees who are also directors of the charity for the purposes of the Companies Acts present their annual report and the financial statements for the year ended 31 December 2005. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000 in preparing the annual report and financial statements of the charity.

### Objects of the charity, principal activities and organisation of our work.

The charity is constituted as a company limited by guarantee and is therefore governed by its memorandum and articles of association.

The charity's main object and its principal activity continues to be that of the production and sale of scientific publications and journals.

The charity is organised so that the trustees meet regularly to manage its affairs. A manager is appointed by the trustees to manage the day to day running of the charity.

### Developments, activities and achievements this year

The trustees consider that the performance of the charity during the year has been satisfactory.

During 2005 the charity supported the worldwide IAHS membership of 4260 by distributing to them the IAHS Newsletter (issue numbers 82, 83 and 84), and also providing information about the Association's activities by email (note: IAHS membership is free of charge). Discounts of 80% were provided to IAHS members in developing countries when purchasing IAHS books.

Copies of nine books (IAHS Publications numbers 291, 292, 293, 294, 295, 296, 297, 298 and 299) were provided free of charge to each of 66 libraries located in developing countries. Free print and online subscriptions to Hydrological Sciences Journal were provided to the same libraries.

### **Future developments**

The charity does not plan to implement any significant changes. As before the main activity will be to produce and publish scientific journals as a support to the activities of "The International Association of Hydrological Sciences".

### Transactions and financial position

The Statement of Financial Activities shows a net surplus for the year of £40,706 and the reserves stand at £43,300.

### Tangible fixed assets

Details of assets for use by the charity are shown in note 9 to the accounts.

### Reserves

The present level of funding is considered to be sufficient for the charity to maintain its current level of activity.

### Risk management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Report of the Trustees
For the Year Ended 31 December 2005 (Cont.)

#### Directors and trustees

All directors of the company are also trustees of the charity.

The trustees who served during the year were:

Dr J C Rodda
Prof. D E. Walling
Dr C A Onstad
Dr P Hubert
Dr K Takeuchi (resigned April 2005)
Dr A Gustard
Dr A J Askew (appointed April 2005)
Mr F Farquharson

### Trustees' responsibilities in relation to the financial statements.

The trustees are required by company law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements the trustees are required to:

- 1. select suitable accounting policies and apply them consistently:
- 2. make judgements and estimates that are reasonable and prudent;
- 3. state whether the policies adopted are in accordance with the Companies Act 1985 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
- 4. prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 1985. 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.

### Approval

This report was approved by the board of directors and trustees on 27.6.. 2006 and signed on its behalf.

Prof D E Walling

Trustee

# Report of the Accountants to the Trustees on the unaudited Financial Statements

We report on the financial statements for the year ended 31 December 2005 set out on pages 5 to 11.

### Respective responsibilities of the trustees and reporting accountants

As described on page three the company's trustees are responsible for the preparation of the financial statements, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

### Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

#### Opinion

In our opinion:

- 1. the financial statements are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985;
- 2. having regard only to, and on the basis of, the information contained in those accounting records:
  - (i) the financial statements have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act: and
  - (ii) the company satisfied the conditions for the exemption from an audit of the financial statements for the year specified in Section 249(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in Section 249b(1).

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Colman Felton & Co. Chartered Accountants 8 St Mary's Street Wallingford Oxfordshire OX10 0EL

Dated: 27th JUNE 2006

### Statement of Financial Activities For the Year Ended 31 December 2005

### SUMMARY INCOME AND EXPENDITURE ACCOUNT

	Notes	Unrestricted £	Total 2005 £	2004 £
INCOMING RESOURCES		æ.	£	£
Donations Book sales and page charges Subscriptions Interest receivable Total incoming resources	3	23,699 130,824 92,091 956 247,570	23,699 130,824 92,091 956 247,570	189,679 103,352 64,629 375 358,035
RESOURCES EXPENDED				
Charitable expenditure				
Cost of producing publications	4	178,926	178,926	322,465
Administration	5	27,938	27,938	25,481
Total resources expended		206,864	206,864	347,946
Movement in total funds for the year- Net income/(expenditure) for the year		40,706	40,706	10,089
Total funds brought forward		2,594	2,594	(7,495)
Total funds carried forward	13	43,300	43,300	2,594

The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

# Balance Sheet at 31 December 2005

		2005		2004	
	Notes	£	£	£	£
FIXED ASSETS	_		<b>5.440</b>		5.004
Tangible assets	9		5,410		5,394
CURRENT ASSETS					
Stocks		27,170		25,991	
Debtors	10	11,984		13,915	
Cash at bank and in hand		98,095		50,550	
		137,249		90,456	
CREDITORS: amounts falling		00.050		00.056	
due within one year	11	99,359		93,256	
NET CURRENT ASSETS			37,890		(2,800)
NET CORRECT ASSETS					
TOTAL ASSETS LESS					
CURRENT LIABILITIES			43,300		2,594
ELINIDO.					
FUNDS:					
Unrestricted funds	13		43,300		2,594
					<u> </u>
			43,300		2,594

The directors have taken advantage of the exemption conferred by section 249A(1) not to have these financial statements audited and confirm that no notice has been deposited under section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- i) ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and
- ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 December 2005 and of its results for the year then ended in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

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 January 2005).

Approved by the board of directors and trustees on 27 HV JUNG 06 and signed on its behalf by:

Prof. D.B. Walling

### Notes to the Financial Statements For the Year Ended 31 December 2005

### 1. STATEMENT OF ACCOUNTING POLICIES

#### Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000) issued in October 2000, SORP Update Bulletin 1 issued in December 2002, applicable accounting standards, the Companies Act 1985, and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

### **Incoming resources**

Incoming resources include the total invoice value, excluding Value Added Tax, of book sales and page charges, and subscriptions during the year, together with grants and interest received.

Income from book sales and page charges is included in incoming resources in the period in which the charity is entitled to receipt.

Income from subscriptions is included in incoming resources in the period in which the relevant journal is published.

Income from donations and grants is included in incoming resources when it is receivable.

Interest is included in incoming resources when it is receivable.

#### Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, excluding Value Added Tax.

Expenditure is attributable to either to the cost of producing publications or administration and is allocated on that basis.

### Depreciation of tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its useful life:

Plant and machinery etc

15% and 25% on reducing balance

#### Stocks

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

Net realisable value is based on estimated selling price less further costs to completion and disposal.

## Foreign currencies

Transactions in foreign currencies are translated into Sterling at the rate ruling on the date of the transaction. Exchange differences are taken into account in arriving at the movement in total funds for the year.

### 2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding-up is limited to £1. At 31 December 2005 there were 7 members.

### Notes to the Financial Statements For the Year Ended 31 December 2005

### 3. DONATIONS

Donations represents the amount transferred during the year from The International Association of Hydrological Sciences in the United States of America. In 2004 the amount included £164,622, which had accumulated in respect of earlier years.

## 4. COST OF PRODUCING PUBLICATIONS

	2005 £	2004 £
Opening stock	25,991	164,943
Printing, stationery and advertising	47,405	52,986
Salaries	90,892	86,410
Office services	41,808	44,117
Closing stock	(27,170)	(25,991)
	178,926	322,465
ADMINISTRATION	2005 £	2004 £
Salaries	18.356	16,474
	459	,
	138	138
Accountancy	4,635	2,970
Legal fees	<u>-</u>	643
Bank and credit card charges	1,414	1,122
Oonation	-	400
Sundry expenses	878	569
Depreciation	1,400	1,324
Conference, travelling and workshop expenses	658	1,841
	rinting, stationery and advertising calaries Office services Closing stock  ADMINISTRATION  alaries Training Repairs and renewals Accountancy Regal fees Bank and credit card charges Conation Undry expenses	ADMINISTRATION  Calaries  ADMINISTRATION  Calaries  Alaries  Alari

### 6. MOVEMENT IN TOTAL FUNDS FOR THE YEAR

This is stated after charging:

	2005 £	2004 £
Depreciation of fixed assets	1,400	1,324

## Notes to the Financial Statements For the Year Ended 31 December 2005

### 7. TAXATION

There is no liability to corporation tax for the year.

### 8. STAFF COSTS

No remuneration was paid to trustees in the year, nor were any expenses reimbursed to them. The staff cost of the remaining staff were:

	2005 £	2004 £
Salaries	99,644	94,030
Social security costs	9,604	8,854
	109,248	102,884

The average weekly number of staff employed, calculated as full time equivalents during the year was as follows:

	2005 £	2004 £
Direct charitable work Administrative	3.2 0.5	3.2 0.5
	3.7	3.7

No employee received remuneration of more than £50,000. No employee has any retirement benefits accruing.

## Notes to the Financial Statements For the Year Ended 31 December 2005

## 9. TANGIBLE FIXED ASSETS

9.	TANGIBLE FIXED ASSETS		Plant and Machinery etc. £
	Cost:		
	At 1 January 2005		22,071
	Additions		1,416
	At 31 December 2005		23,487
	Depreciation:		16.600
	At 1 January 2005		16,677
	Charge for year		1,400
	At 31 December 2005		18,077
	Net book value:		
	At 31 December 2005		5,410
	At 31 December 2004		5,394
10.	DEBTORS		
		2005	2004
		£	£
	Trade debtors	11,452	13,495
	Other debtors	267	170
	Prepayments	265	250
		11,984	13,915
			-
11.	CREDITORS: amounts falling due within one year		
	· ·	2005	2004
		£	£
	Trade creditors	7,178	1,938
	Taxation and social security	2,731	2,904
	Other creditors	_	1,182
	Accruals	45,625	45,952
	Deferred income (Note 12)	43,825	41,280
		99,359	93,256

## Notes to the Financial Statements For the Year Ended 31 December 2005

### 12. DEFERRED INCOME

Balance at 1 January 2005	41,280
Amount released to incoming resources	(41,280)
Amount deferred in the year	43,825
Balance at 31 December 2005	43,825

Deferred income comprises subscriptions received in advance of the publication of the Hydrological Sciences Journal.

### 13. STATEMENT OF FUNDS

### **Unrestricted funds**

omestrated funds	At 1 January 2005	Income	Expenditure	At 31 December 2005
	£	£	£	£
General reserve	2,594	247,570	206,864	43,300
	<del></del>			
Total funds	2,594	247,570	206,864	43,300
	·			