

**MULTIPLE SCLEROSIS  
THERAPY CENTRE (LOTHIAN)  
LIMITED**

**FINANCIAL STATEMENTS**

**FOR**

**31 DECEMBER 2000**

**Company Registration Number SC122837**  
**Charity Number SC014991**



**WHITELAW WELLS**  
Chartered Accountants & Registered Auditors  
9 Ainslie Place  
Edinburgh  
EH3 6AT

# **MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2000**

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### **CONTENTS**

### **PAGES**

Members of the board and professional advisers

**1**

Trustees annual report

**2 to 3**

Auditors' report to the members

**4**

*Income and expenditure account*

**5**

Balance sheet

**6**

Notes to the financial statements

**7 to 10**

**The following pages do not form part of the financial statements**

Detailed income and expenditure account

**12**

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**MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED**  
**MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS**

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<b>The board of members</b>	M I Gray Ann Hay
<b>Company secretary</b>	M I Gray
<b>Registered office</b>	9 Ainslie Place Edinburgh EH3 6AT
<b>Auditors</b>	Whitelaw Wells Chartered Accountants & Registered Auditors 9 Ainslie Place Edinburgh EH3 6AT
<b>Bankers</b>	Lloyds TSB P O Box 49 Epsom Surrey KT18 5YR  The Royal Bank of Scotland 1 Redheughs Avenue Edinburgh EH12 9JN

# **MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED**

## **DIRECTORS ANNUAL REPORT**

**YEAR ENDED 31 DECEMBER 2000**

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The Directors present their report and the financial statements of the charity for the year ended 31 December 2000.

### **OBJECTIVES**

The aim of the organisation is to improve the quality of life of people with Multiple Sclerosis

### **ACKNOWLEDGEMENTS**

The Directors would like to thank the Lothian Health Board for the grant received.

### **REVIEW OF THE YEAR**

A net surplus of £4,676 was made during the year. The Centre and Hyperbaric oxygen chamber were refurbished during the year constituting an increase in total fixed assets of £31,986. A transfer of £25,000 was made from the general reserve to the building fund in the year.

### **THE DIRECTORS**

The Directors who served the charity during the period were as follows:

M I Gray	
Ann Hay	(Appointed 26 Apr 00)
B Laidlaw	(Retired 26 Apr 00)

All Directors retire by rotation at the Annual General Meeting and declare their intention to stand for re-election.

### **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 charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the Directors are required to select suitable accounting policies, as described on page 7, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Directors must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity 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 charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Directors 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.

### **AUDITORS**

A resolution to re-appoint Whitelaw Wells as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

# **MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED**

## **DIRECTORS ANNUAL REPORT (CONTINUED)**

**YEAR ENDED 31 DECEMBER 2000**

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### **SMALL COMPANY PROVISIONS**

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

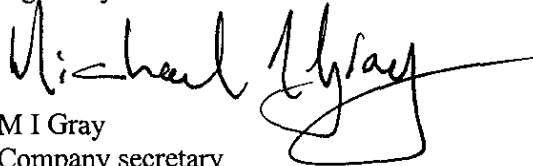
Registered office:

9 Ainslie Place

Edinburgh

EH3 6AT

Signed by order of the Directors

A handwritten signature in black ink, appearing to read 'Michael I Gray', written over a horizontal line.

M I Gray

Company secretary

Approved by the Directors on 19 April 2001

# **MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED**

## **AUDITORS' REPORT TO THE MEMBERS**

**YEAR ENDED 31 DECEMBER 2000**

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We have audited the financial statements on pages 5 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

### **RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS AND THE AUDITORS**

As described on page 2, the Directors (who also act as Trustees for the charitable activities of the company) are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

### **BASIS OF OPINION**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board, except that the scope of our work was limited as explained below.

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 in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned 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.

### **QUALIFIED OPINION: DISCLAIMER ON VIEW GIVEN BY FINANCIAL STATEMENTS**


Because of the possible effect of the limitation in evidence available to us, we are unable to form an opinion as to whether the financial statements give a true and fair view of the state of the company's affairs at 31 December 2000 or of its surplus for the year then ended. In all other respects, in our opinion the financial statements have been properly prepared in accordance with the Companies Act 1985.

In respect alone of the limitation on our work relating to voluntary donations:

- we have not obtained all the information and explanations that we considered necessary for the purposes of our audit; and
- we were unable to determine whether proper accounting records had been maintained.

9 Ainslie Place  
Edinburgh  
EH3 6AT

19 April 2001

  
WHITELAW WELLS  
Chartered Accountants  
& Registered Auditors

# **MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED**

## **INCOME AND EXPENDITURE ACCOUNT**

**YEAR ENDED 31 DECEMBER 2000**

	<b>Note</b>	<b>Total Funds 2000 £</b>	<b>Total Funds 1999 £</b>
<b>INCOMING RESOURCES</b>			
Donations		43,707	49,878
Gifts		416	563
Grants receivable	<b>2</b>	34,275	42,162
Interest receivable		6,018	5,736
Sale of goods and literature		390	432
<b>TOTAL INCOMING RESOURCES</b>		<b>84,806</b>	<b>98,771</b>
<b>RESOURCES EXPENDED</b>			
Direct charitable expenditure	<b>3</b>	97,263	58,922
Fundraising and publicity	<b>4</b>	1,776	3,096
Management and administration	<b>5</b>	5,007	4,410
<b>TOTAL RESOURCES EXPENDED</b>	<b>6</b>	<b>104,046</b>	<b>66,428</b>
<b>NET OUTGOING/INCOMING RESOURCES FOR THE YEAR</b>		<b>(19,240)</b>	<b>32,343</b>
Balances brought forward at 1 January 2000		132,023	99,680
Balances carried forward at 31 December 2000		<u>112,783</u>	<u>132,023</u>

All movements are in Unrestricted Funds

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 7 to 10 form part of these financial statements.

# MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED

## BALANCE SHEET

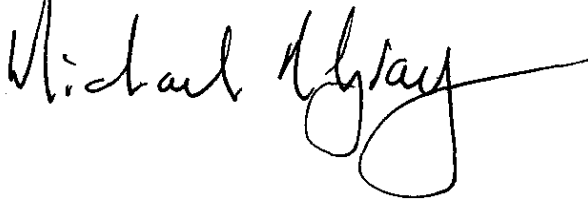
31 DECEMBER 2000

	Note	2000 £	1999 £
<b>FIXED ASSETS</b>			
Tangible assets	8	3,487	2,604
<b>CURRENT ASSETS</b>			
Stocks	9	100	100
Debtors	10	11,628	9,643
Cash at bank and in hand		100,617	125,111
		<u>112,345</u>	<u>134,854</u>
<b>CREDITORS: Amounts falling due within one year</b>	11	<u>(3,049)</u>	<u>(5,435)</u>
<b>NET CURRENT ASSETS</b>		109,296	129,419
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>112,783</u>	<u>132,023</u>
<b>FUNDS</b>			
Unrestricted:			
Designated funds	13	55,105	60,000
Other charitable funds		57,678	72,023
		<u>112,783</u>	<u>132,023</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the directors on the 19 April 2001 and are signed on their behalf by:

M I GRAY



The notes on pages 7 to 10 form part of these financial statements.



# MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2000

### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention.

#### Cash flow statement

The Directors have taken advantage of the exemption in Financial Reporting Standard No 1 from including a cash flow statement in the financial statements on the grounds that the charity is small.

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	- 20% straight line
Fixtures & fittings	- 20% straight line

#### Stocks

Stocks are valued based on the directors' estimates.

#### Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

#### Hyperbaric oxygen chamber

The costs of the HBO chamber have been written off to the income and expenditure account.

### 2. GRANTS RECEIVABLE

	2000 £	1999 £
Lothian Health Board contribution	34,275	26,562
National Lottery contribution	-	15,600
	<u>34,275</u>	<u>42,162</u>

### 3. DIRECT CHARITABLE EXPENDITURE

	Total Funds 2000 £	Total Funds 1999 £
Provision of charitable services:		
Services to people with Multiple Sclerosis	<u>97,263</u>	<u>58,922</u>

#### Analysis of provision of charitable services:

	Staff costs £	Depreciation £	Other costs £	Total 2000 £	Total 1999 £
Services to people with Multiple Sclerosis	<u>36,029</u>	<u>1,208</u>	<u>60,026</u>	<u>97,263</u>	<u>58,922</u>

# MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2000

### 4. FUNDRAISING AND PUBLICITY

	Total Funds 2000	Total Funds 1999
	£	£
Services to people with Multiple Sclerosis	<u>1,776</u>	<u>3,096</u>

### 5. MANAGEMENT AND ADMINISTRATION

	Total Funds 2000	Total Funds 1999
	£	£
Office costs	3,631	3,140
Accountancy fees	465	220
Audit fees	500	580
Financial advice	52	155
Legal and professional	171	-
Other	188	315
	<u>5,007</u>	<u>4,410</u>

### 6. TOTAL RESOURCES EXPENDED

	Staff costs	Depreciation	Other costs	Total Funds 2000	Total Funds 1999
	£	£	£	£	£
Direct charitable expenditure	36,029	1,208	60,026	97,263	58,922
Fundraising and publicity	-	-	1,776	1,776	3,096
Management and administration	-	-	5,007	5,007	4,410
	<u>36,029</u>	<u>1,208</u>	<u>66,809</u>	<u>104,046</u>	<u>66,428</u>

The aggregate payroll costs were:

	2000	1999
	£	£
Wages and salaries	33,990	31,684
Social security costs	2,039	2,201
	<u>36,029</u>	<u>33,885</u>

Particulars of employees:

The average number of staff employed by the charity during the financial year amounted to:

	2000	1999
	No.	No.
Number of administrative staff	<u>4</u>	<u>4</u>

# MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2000

### 6. TOTAL RESOURCES EXPENDED *(continued)*

	2000 £	1999 £
<b>Other costs:</b>		
Premises	60,429	23,874
Legal and professional	1,188	955
Other	5,192	5,908
	<u>66,809</u>	<u>30,737</u>

### 7. REIMBURSEMENT OF DIRECTORS

No reimbursement of expenses was made to the directors during the year.

### 8. TANGIBLE FIXED ASSETS

	Equipment £	Fixtures & fittings £	Property improve - ments £	Total £
<b>COST</b>				
At 1 January 2000	1,175	13,683	8,337	23,195
Additions	635	1,456	-	2,091
<b>At 31 December 2000</b>	<u>1,810</u>	<u>15,139</u>	<u>8,337</u>	<u>25,286</u>
<b>DEPRECIATION</b>				
At 1 January 2000	1,175	11,079	8,337	20,591
Charge for the year	127	1,081	-	1,208
<b>At 31 December 2000</b>	<u>1,302</u>	<u>12,160</u>	<u>8,337</u>	<u>21,799</u>
<b>NET BOOK VALUE</b>				
<b>At 31 December 2000</b>	<u>508</u>	<u>2,979</u>	<u>-</u>	<u>3,487</u>
At 31 December 1999	<u>-</u>	<u>2,604</u>	<u>-</u>	<u>2,604</u>

### 9. STOCKS

	2000 £	1999 £
Stock	<u>100</u>	<u>100</u>

### 10. DEBTORS

	2000 £	1999 £
Income tax recoverable	3,065	1,813
Other debtors	1,297	1,297
Prepayments	7,266	6,533
	<u>11,628</u>	<u>9,643</u>

# MULTIPLE SCLEROSIS THERAPY CENTRE (LOTHIAN) LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2000

### 11. CREDITORS: Amounts falling due within one year

	2000	1999
	£	£
Other creditors	1,224	3,067
Accruals	1,825	2,368
	<u>3,049</u>	<u>5,435</u>

### 12. COMMITMENTS UNDER OPERATING LEASES

At 31 December 2000 the charity had annual commitments under non-cancellable operating leases as set out below.

	Land and buildings	
	2000	1999
	£	£
<b>Operating leases which expire:</b>		
Within 1 year	3,096	-
Within 2 to 5 years	-	10,540
After more than 5 years	9,937	-
	<u>13,033</u>	<u>10,540</u>

### 13. DESIGNATED FUNDS

	Balance at 1 Jan 2000	New designations	Utilised/ Released	Movement in resources: Balance at 31 Dec 2000
	£	£	£	£
Maintenance Fund	35,000	-	-	35,000
Building Fund	25,000	25,000	(29,895)	20,105
	<u>60,000</u>	<u>25,000</u>	<u>(29,895)</u>	<u>55,105</u>

The maintenance fund has been set up to ensure that sufficient funds are maintained to enable maintenance, refurbishment and replacement of assets, including the hyperbaric oxygen chamber, when required.

Additionally, the building fund has been set up to build up funds to finance the purchase of the company's own building.

### 14. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	Tangible fixed assets	Other net assets	Total
	£	£	£
Unrestricted funds	<u>27,403</u>	<u>109,295</u>	<u>112,783</u>

### 15. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and was incorporated under the Companies Act 1985. In the event of liquidation the liability of members is limited to £1.