

**THE SOPHIE CAMERON TRUST**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2004**

**THE SOPHIE CAMERON TRUST**

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**THE SOPHIE CAMERON TRUST**

**LEGAL AND ADMINISTRATIVE DETAILS**

**AT 31ST DECEMBER 2004**

Patron	Lady Baroness Warnock
Trustees	D Campbell R Wharton S Joakim M Robson B Whiteside M Hynes
Registered Office	Kelston House College Road Lansdown Bath BA1 5RY
Registered Charity	1092190
Solicitors	Mogers 24 Queen Square Bath BA1 2HY
Reporting Accountants	Moore Stephens Chartered Accountants and Registered Auditors 30 Gay Street Bath BA1 2PA
Bankers	HSBC 45 Milsom Street Bath BA1 1DU

## **THE SOPHIE CAMERON TRUST**

### **REPORT OF THE TRUSTEES**

#### **FOR THE YEAR ENDED 31ST DECEMBER 2004**

The trustees present their report along with the financial statements of the charity for the year ended 31st December 2004. The financial statements have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's trust deed, applicable law and the Charities Statement of Recommended Practice 2000.

#### Constitution and objects

The Sophie Cameron Trust is constituted under a trust deed dated 8th April 2002 and is a registered charity no. 1092190.

The primary object of the Trust is to raise and accumulate funds in order to promote research into effective treatment for encephalitis lethargica and studies on the incidence of this condition, to encourage the development of new and advanced techniques (including brain stem cell transplantation), to promote the welfare of any person who is, or has been suffering from this condition, and to help meet the cost of medical and associated fees incurred wherever in the world treatment may become available in years to come.

#### Trustees

The trustees who acted during the financial year were as follows:

D Campbell  
R Wharton  
S Joakim  
M Robson  
B Whiteside  
M Hynes

Trustees are appointed by the Trustees in accordance with the Trustees Act 1925.

#### Review of the year

The Trust has continued its fund raising activities during the year, with donations broadly in line with the prior year. I has established a research programme into Encephalitis Lethargica, and a case study research project of physiotherapy in EL has been commenced. The Committee meets every two months and the Trustees every 6 months. The Trustees have accepted reports from the Chair of the Committee and from the Treasurer.

#### Investment powers

Any trust monies from time to time in the hands of the Trustees which are not subject to express directions as to investment, may in their discretion be invested in the purchase of or at interest upon the security of such stocks, funds shares, securities or other investments or property of whatsoever nature and whatsoever as the Trustees shall in their absolute discretion think fit.

Any investments held have been acquired in accordance with the powers given to the Trustees in the governing trust deed.

#### Investment policy

The Trustees, under the investment powers stated above, with the uncommitted funds to be invested for maximum return of income, subject to prudent financial safeguards

#### Reserves policy

The Trustees have agreed a reserves policy whereby unrestricted and uncommitted funds should constitute between one and two years annual expenditure, as a minimum. At this level, the Trustees feel they would be able to maintain the activities of the trust in the event of a significant fall in fundraising income. The Trustees are of the opinion that the financial position of the trust is satisfactory and anticipate no difficulties in meeting the obligations of the trust.

**THE SOPHIE CAMERON TRUST**

**REPORT OF THE TRUSTEES (Continued)**

**FOR THE YEAR ENDED 31ST DECEMBER 2004**

Risk assessment

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Trustees responsibilities

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and :

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material 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 charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with applicable regulations. 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.

The financial statements have been prepared in accordance with the Charities Act 1993 taking advantage of the exemptions available to small charities.

Approved by the Trustees and signed on their behalf

.....

R Wharton

Date

09.01.2006

**THE SOPHIE CAMERON TRUST**

**REPORT OF THE INDEPENDENT EXAMINERS**

**FOR THE YEAR ENDED 31ST DECEMBER 2004**

We report on the financial statements of the Trust for the year ended 31st December 2004 which are set out on pages 5 to 7 appended to this report

**Respective responsibilities of Trustees and examiners**

The Trustees are responsible for the preparation of the financial statements; they consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility, without performing an audit, to carry out an examination of the financial statements and to report to you.

**Basis of examiners' statement**

Our report is in respect of an examination carried out under Section 43 of the Act and in accordance with the directions given by the Charity Commissioners under sub-section 7(b) of that section. An examination includes a review of the accounting records kept by the Trustees and a comparison of the financial statements which is primarily limited to analytical procedures and to the making of such enquiries of the Trustees as was necessary for the purposes of this report. The procedures undertaken do not constitute an audit.

**Examiners' statement**

Based on our examination, no matter has come to our attention which gives us reasonable cause to believe that in any material respect accounting records have not been kept in accordance with those records or comply with the accounting requirements of the Act. No matter has come to our attention in connection with our examination to which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

**Bath**

**MOORE STEPHENS**

**CHARTERED ACCOUNTANTS**

**THE SOPHIE CAMERON TRUST**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31ST DECEMBER 2004**

	<u>Notes</u>	<u>2004</u>		<u>2003</u>	
		<u>Unrestricted</u>		<u>Unrestricted</u>	
		£	£	£	£
<b>Incoming Resources</b>					
Donations			24,432		34,305
Investment income	2		612		528
			<u>25,043</u>		<u>34,833</u>
<b>Resources Expended</b>					
Costs of generating funds	3	1,953		2,364	
Charitable expenditure					
Medical research and equipment	4	29,390		635	
Management and administration	5	1,763		1,190	
			<u>33,106</u>		<u>4,189</u>
<b>Net Movement in Funds</b>			-8,063		30,644
Fund balances brought forward			99,778		69,134
Fund balances carried forward			<u>91,715</u>		<u>99,778</u>

**THE SOPHIE CAMERON TRUST**

**BALANCE SHEET**

**AT 31ST DECEMBER 2004**

	<u>Notes</u>	<u>2004</u>		<u>2003</u>	
		£	£	£	£
<u>Current Assets</u>					
Cash at bank		90,420		100,836	
Prepayments		<u>2,000</u>		<u>0</u>	
		92,420		100,836	
<u>Creditors</u> : Amounts falling due within one year					
	6	<u>706</u>		<u>1,058</u>	
			91,715		99,778
Net Assets			<u>91,715</u>		<u>99,778</u>
<u>Funds</u>					
Unrestricted funds	7		<u>91,715</u>		<u>99,778</u>

Approved by the Board of Trustees on 09.01.2006 and signed on its behalf by

.....

R Wharton



**THE SOPHIE CAMERON TRUST**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31ST DECEMBER 2004**

1 Accounting policies

(a) Basis of accounting

The financial statements have been prepared in accordance with the historical cost convention, applicable accounting standards and statement of recommended practice.

2 Investment income

	<u>2004</u>	<u>2003</u>
	£	£
Bank interest received	612	528

3 Costs of generating funds

	<u>2004</u>	<u>2003</u>
	£	£
Fundraising function expenses	1,193	1,565
Promotion costs	760	799
	<u>1,953</u>	<u>2,364</u>

4 Charitable expenditure

	<u>2004</u>	<u>2003</u>
	£	£
Research costs	7,170	635
Contribution to Encephalitis Support Group	-	0
Equipment and medical supplies	22,220	0
	<u>29,390</u>	<u>635</u>

5 Management and administration of the charity

	<u>2004</u>	<u>2003</u>
	£	£
Reporting Accountants' fees	353	458
Printing and stationery	361	579
Insurance	1,050	0
Meeting with Institute of Neurology	0	153
	<u>1,763</u>	<u>1,190</u>

6 Creditors : Amounts falling due within one year

	<u>2004</u>	<u>2003</u>
	£	£
Other creditors	706	1,058
	<u>706</u>	<u>1,058</u>

7 Unrestricted funds

	<u>2004</u>	<u>2003</u>
	£	£
Balance brought forward	99,778	69,134
(Deficit)/Surplus for the year	-8,063	30,644
Balance carried forward	<u>91,715</u>	<u>99,778</u>

**SOPHIE CAMERON TRUST**

**INDEPENDENT EXAMINERS WORK DONE**

**FOR THE YEAR ENDED 31ST DECEMBER 2004**

- 1 General review of the accounting records which appeared to be concise and accurately recorded.
- 2 Preparation of the accounts in SORP format from the base accounting records this includes looking at invoices for expenditure to ensure analysis is correct.
- 3 Agreement of bank balance at the year end to the bank statement as adjusted by outstanding cheques.
- 4 Inclusion of creditor at the year end in respect of accountancy fees.