

Charity Registration Number: 1144342 (England and Wales); SC043576 (Scotland)
Company Registration Number: 07790071 (England and Wales)

NARCOLEPSY UK
(A CHARITABLE COMPANY LIMITED BY GUARANTEE)

**TRUSTEE'S ANNUAL REPORT and
STATEMENT OF FINANCIAL ACTIVITY**

Legal and Administrative Information

Trustees:	William Harris Edmund Coates Graeme Moir Jennifer Taylor Tim Kavanagh Hugh Davies-Webb Matthew O'Neill Stephen Jones (appointed 6th September 2014)
Chair:	Matthew O'Neill
Company Secretary:	Nicola Rule
Company Number:	07790071
Charity Number:	1144342
Scottish Charity Number:	SCO43576
Principal Address:	PO Box 26865 Kirkaldy KY2 9BX
Registered Office:	c/o Prentis & Co LLP 115c Milton Road Cambridge CB4 1XE
Independent Examiner:	Nigel A Prentis FCA Prentis & Co LLP 115c Milton Road Cambridge CB4 1XE
Bankers:	Royal Bank of Scotland 747 Attercliffe Road Sheffield S9 3RF CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ

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Trustees Report

The Trustees present their report and accounts for the year ended 31st December 2014.

Structure, Governance and Management

Narcolepsy UK was incorporated as a Company Limited by Guarantee (07790071) on 28th September 2011 and registered as a charity in England and Wales (1144342) on 19th October 2011. The charitable company commenced charitable activities on 9th January 2012 when it took over the assets of the unincorporated association Narcolepsy UK (326361).

On 17th October 2012 the unincorporated charity (326361) was amalgamated with the charitable company (1144342), thus creating one legal entity.

On 20th November 2012 Narcolepsy UK received Scottish Charitable Status (SCO43576).

Brief History

Narcolepsy UK originated in 1983 as UKAN, an unincorporated association governed by a constitution. On 13th December 2009 the name of the charity was changed to Narcolepsy UK. The Board continues to acknowledge Dorothy Hand as Founder of the charity.

The Board of Trustees is responsible for the overall governance of the charity. Trustees are either elected or co-opted and the total number of Trustees may not exceed 12. The majority of Trustees and the Chair of the charity are required by the constitution to be diagnosed narcoleptics. The Trustee Board tries to maintain a balance between clerical, clinical and other specific skill sets while retaining the requirements of the constitution. This does make recruiting of active Trustees difficult yet has the positive result that a considerable number of Trustees have first-hand knowledge of this chronic neurological condition.

Trustees are required to meet at least four times per year. Regular Skype calls are also made to allow for low-cost administration and decision-making. These meetings include the AGM and three other Board meetings where Trustees review strategy and performance and set operating plans and budgets.

The Trustees who served during the period were:

Matthew O'Neill (Chair)
William Harris
Edmund Coates
Tim Kavanagh
Graeme Moir
Jennifer Taylor
Hugh Davies-Webb
Stephen Jones (appointed 6th September 2014)

New Trustees receive an induction pack containing detailed information about the charity, its organisation and its work. They are then invited to spend time liaising with current Trustees and employees to familiarise themselves with the activities of the charity in order to prepare themselves for effective and informed decision-making. As part of the induction process all prospective Trustees are invited to attend at least one Trustee meeting as an observer. Under its governing document Narcolepsy UK appoints Trustees for fixed terms not exceeding three years, at the end of which they must retire, but are then eligible for reappointment. Trustees collectively have a portfolio of interests which contribute to the overall operations of Narcolepsy UK.

Corporate Governance

Processes are in place to ensure that expenditure, performance and progress are monitored and that appropriate management information is prepared and reviewed regularly by the Board of Trustees. The systems of internal control are designed to provide reasonable assurances against material misstatement or loss. They include:

- A strategic planned annual budget approved by the Trustees
- Regular consideration by the Trustees of financial results, variances from budgets and non-financial performance indicators
- Delegation of day-to-day management authority
- Identification and management of risks

A revised Strategic Plan for the next three years has been adopted following increasing numbers of diagnoses and increasing calls for assistance. This new Strategic Plan will build on the work already delivered and reflect a vision which acknowledges the UK's current financial profile and how this may impact upon small charities, thus ensuring Narcolepsy UK recognises its continued need to maximise value for money.

RISK MANAGEMENT

The Trustees recognise that, like other organisations and charities, Narcolepsy UK is expose to risk.

The Trustees are satisfied that they have systems in place or are putting systems in place that mitigate exposure to risk.

Business-as-usual operations and policy implementation are delegated to the employees of the charity, supported by the Board of Trustees.

Objectives and Activities

Narcolepsy UK's objectives continue to be to provide relief and aid to those persons suffering from narcolepsy.

Our principal activities to achieve these objectives are:

- The promotion and organisation of conferences and exhibitions relating to narcolepsy and its effects.
- The promotion and/or assistance in promoting and carrying out research, surveys and investigation into narcolepsy and its effects.
- Creating the funding strategies that make this work possible.
- Arranging and providing exhibitions, meetings, lectures, classes and training courses.
- Collecting and distributing information via our publication "Catnap" and the Narcolepsy UK media portfolio comprising website, Facebook, Twitter and social media generally.

The objectives of those activities for the year and Narcolepsy UK's achievements against them are summarised under the heading of Achievement and Performance.

Our vision to help provide a world where narcolepsy is understood and people with narcolepsy have the support they need to ensure that their rights are upheld and that they have the same opportunities as others in society.

We will deliver our objectives by:

- Raising professional, political and public awareness and understanding of the needs of people with narcolepsy, their families and carers,
- Campaigning to influence the policies of legislators and funding bodies,
- Delivering relevant sustainable services that satisfy the needs of people with narcolepsy, their families and carers,
- Providing information and practical support to people with narcolepsy, their families and carers, either directly, in partnership with others or through facilitating and supporting the work of other organisations,
- Supporting research into the effects and management of narcolepsy.

We seek to work in partnership with those who share our vision and mission.

Our strategic aim is to achieve all this through a combination of fundraising, continuing dialogue with politicians, medical professionals, other patient groups across the European Union in particular and a variety of projects.

Since 2010 over 900 people have attended Narcolepsy UK conferences nationwide. In 2014:

- our website had a record 154,000 visits (108% year-on-year rise);
- the helpline supported 193 individuals and assisted in winning disability benefits worth £363,000 over the lifetime of the awards;
- 164 people joined 16 local networking support meetings nationwide;
- we were helped by 63 volunteers involved in everything from fundraising to leaflet design.

"Narcolepsy UK has loads of knowledge and gives brilliant advice. I don't know where we would be without them"

Public Benefit

In reviewing the objectives of the charity, the Trustees are aware of the guidance issued by the Charity Commission on public benefit and consider that they are complying with that guidance.

To aid supporters and those who take an interest in the charity to understand what is planned for 2015 a section detailing activity for the coming year is laid out at the end of this report.

"We won the appeal, am so relieved! Your support means so much, thank you"

Achievements and Performance

The aims of the charity as set out in the last report are stated below, with information on whether these core activities were met.

Hold a major Conference in 2014

Achieved with a National Conference in Birmingham that offered sessions for both adults and young people with narcolepsy, as well as to families, creating several different strands of information to different clientele. Consequently, two people visiting together could attend different presentations and gain complementary information.

Feedback confirmed this was a well-received meeting and that delegates found the informal chats with fellow People with Narcolepsy (PWN) to be very worthwhile.

"Narcolepsy UK is a little charity with a big heart and even bigger plans. This year's conference was a triumph"

Throughout 2014, a major area requiring charity support has been the very considerable impact of the H1N1 Swine Flu "Pandemrix" vaccine upon many children, and some adults, diagnosed with 'Pandemrix Narcolepsy'. During 2014 yet more people have presented with narcolepsy, especially children for whom a check in medical records may show a link to the H1N1 vaccine. Further adults have come forward, suggesting the same casual link. A conference for adults, children and carers affected by the "Pandemrix Narcolepsy" was held in January 2014 which received plaudits for information provided and being able to meet peers and share experience.

Based on current information, there could be circa 120 children and adults in the UK impacted by this vaccination programme, requiring additional, often pan-European, co-operation. The Chair of Trustees attended four clinician and patient organisation meetings across the EU to speak, fact-find and liaise with patients organisations across the EU. Narcolepsy UK continues to support both parents and carers of young people and families of persons affected, along with schools and employers.

Conferences provide a valuable opportunity for attendees to compare experiences and treatments and now for parents of newly diagnosed youngsters to ask questions of mature people with narcolepsy who have been diagnosed with Organic Narcolepsy' since their youth. Coping strategies people share with each other really have a profound effect on the people and families supported.

"Your conference was a lifeline for my daughter. She is no longer ashamed."

Update the information packs and leaflets available to our supporters

More new literature was purchased from NHS Scotland, which has been distributed for provision to schools and family members of young children. This was made available at our conference and is available by request from the Narcolepsy UK website. Further initiatives taken in 2014 will lead in 2015 to teachers who have narcolepsy liaising with students with narcolepsy to provide new guides from both the student viewpoint and that of a teacher. This will give teachers with children with narcolepsy in their class a vantage point from narcoleptic teachers on how to use educational guidelines to better meet a pupil's needs.

Increase the awareness and profile of Narcolepsy UK

Trustees are keen to continue raising awareness, in particular at events where there are a mixture of people, displaying their banner and T-shirts promoting the charity at various events run by supporters of the charity. These events have been fun, whilst raising awareness and fundraising, thus extending awareness of the condition to all sectors. In 2014, the level of supporter donations and fundraising rose by around 70% on 2013.

"Your website and Facebook feeds have been so helpful and given me and my family good, concise information. It has made it much easier to deal with."

Narcolepsy UK has made increasing use of social media to outline its activities and those of supporters - in all instances the remit is to educate more people about the condition and potentially offer personal or financial support. In 2014 the charity has worked with a number of Facebook groups already created and with large numbers of followers to draw attention directly to Narcolepsy UK and its services, advocacy, website and advice helpline. For 2015, it is envisaged that a volunteer will provide a cohesive social media strategy and implement it.

Update the charity website

Narcolepsy UK remains on page one of all the leading search engines without the use of optimisation and is usually in the top three for all the main narcolepsy "header" searches. The site is updated with news and information as regularly as possible within current funding and resource levels, the current operators of the website being people with narcolepsy.

2015 will see the creation of a more accessible website delivered in a more functional format to meet the needs of persons with narcolepsy, who often have low attention spans, and their families and carers, in addition to medical and educational practitioners seeking detailed information on the condition.

Re-invigorate the Narcolepsy UK branch network

2014 has seen an increasing number of volunteers and networking groups being set up. A specific coordinator will build on this growth to form smaller contact/support groups.

It is clear that younger members' means of regular contact are via social media and mobile hardware such as smartphones, tablets and laptops, which is something Narcolepsy UK is reviewing to ensure both accessibility and safe and secure environments for minor and young adults.

"It was lovely for our daughter to be able to talk about her illness at the network support meeting with people who really understood. She seemed to blossom."

Fundraising

The aims of the charity as set out in the last report are stated below, with information on whether these core activities were met.

Aim to make giving easier

The creation of the incorporated charitable company and the change in bankers to the Charities Aid Foundation meant that during 2014 it was possible to attract funding from more varied sources, utilising CAF's Not-For-Profit sector experience and on-line functionality.

We have listened to the voice of supporters and their requirements for fundraising events, and have supported events run by others.

Narcolepsy UK has also become far more proactive in supporting and encouraging people to raise funds on behalf of the charity utilising ideas which interest and enthuse them.

We continue to rely heavily on generous donations and legacies we receive from our supporters, but have been proactive in focusing on increasing income.

Our success rate in applications for funding is up 150% over 2013, and in 2014 11% more trusts supported us.

As for other charities, we continue to look for opportunities to maintain and grow our income stream within our existing risk appetite. Personal sponsorships are hugely important to Narcolepsy UK as we see funding from Trusts and other organisations become increasingly challenging to secure, despite our best endeavours.

Electronic Giving and Payment Functionality

Give As You Earn (GAYE) schemes have been promoted, as well as Everyclick, PayPal and eBay - options to download "Give As You Live" internet links that generate a % income from supporters' transactions with many on-line retailers.

TEXT giving is planned for 2015.

Financial Review

Financial Review and Results for the year:

The Statement of Financial Activity reflects all incoming resources receivable in the period irrespective of when the income is spent. The Trustees are satisfied with the results for the period.

Reserves policy

Free reserves available for use by Narcolepsy UK are deemed to be those that are readily realisable, less funds whose uses are restricted or designated for particular purposes.

Narcolepsy UK introduced a policy relating to reserves. Unrestricted assets should be apportioned between an "operating reserve" held to cover six months' cash flow, and then a "capital reserve" to be held against future liability to expenditure.

The operational reserve should hold liquid assets (cash or near cash), the total of which should equate to a least six months' cash flow. In the medium term the Trustees believe that all activities should be self-funding and any additional income should be placed in a free reserve whose policy should be to maximise income.

With income, the major risk is of a decline in Trust-related income particularly due to economic or other factors leading to both declining legacy values and reduced donations.

The present range for operating reserves remains at £50,000. The Trustees believe that most prudent course remains building charitable activities in the first instance before building up a free reserve.

Employees and Pensions

Employees

Narcolepsy UK aims to be an organisation where employees enjoy a sense of fulfilment and where they feel supported and developed. Employees are kept fully informed about its strategy and objectives as well as day-to-day news and events. Regular information is available through briefings and meetings. All employees are encouraged to give their suggestions and views on performance and strategy.

Narcolepsy UK supports equal opportunities with a policy of recruitment and promotion on the basis of aptitude and ability. The charity pursues both the employment of disabled people whenever a suitable vacancy arises and the continued employment and retraining of employees who become disabled whilst employed. We are committed to the training, career development and promotion of all employees.

In 2013 an award from Volunteer Action Fund (Scotland) was received for a Volunteer Co-ordinator. The role was advertised through the network of supporters and two persons short-listed. The role was awarded to Liam Sloan, himself a narcoleptic who has now undergone initial training and is sourcing and signing up new volunteers to work on specific roles within the charity. Further funding has allowed this valuable role to continue.

The charity created the role of Operations Manager and Nicola Rule was appointed to oversee, support and develop all services.

The Helpline was very busy during 2014 and Rebecca Malone continues to support many many people with complex queries, especially relating to Benefit claims for financial support. Being a parent of a young person with narcolepsy gives Rebecca a vital insight into the trials of this chronic illness.

Pensions

As Narcolepsy UK employs less than 5 staff the charity is not obliged to offer a pension. Should the charity grow to the size where pensions become appropriate the Trustees confirm they would offer a defined contribution pension scheme and will certainly broker the Government Scheme.

Plans for the Future

The Trustees believe that Narcolepsy UK has a sound basis upon which to build for the future. We continue to strengthen and develop existing services yet further to reach even more people with narcolepsy, their families and carers.

During 2015, Narcolepsy UK expects to hold a Conference in Birmingham, and will increase local networking meetings around the UK. Mini-conferences in other areas will be considered, facilitated by local Trustees, where funds will allow. This will give greater scope for supporters to meet together without the costs of a main Conference for either the charity or the delegates.

The link between the upsurge in the number of cases of narcolepsy and the Pandemrix swine flu vaccine has been acknowledged by the Department of Work & Pensions (DWP), UK government, and opened the door to claims for compensation under the Vaccine Damage Payments Act 1979. That scheme is a statutory regime under which anyone found to have suffered a severe disability as a result of certain vaccines is entitled to an award of £120,000.

Solicitors acting for many people who have developed narcolepsy after receiving Pandemrix brought a test case in the name of one victim over three years ago. The DWP's Vaccine Damage Unit, which administers the compensation scheme, originally refused the application on the grounds that there was no proof of causation, but that decision was reversed in September 2013 by the Secretary of State. However, the DWP still refused to make an award, on the grounds that the disability was not "severe" and therefore insufficient to qualify for compensation. That decision was appealed to what is called the First Tier Tribunal, which decided in 2014 that the test case applicant's narcolepsy did indeed constitute a severe disability, and that therefore they should be awarded compensation.

Matt O'Neill, Chair of Narcolepsy UK, was called as a witness in the proceedings before the First Tier Tribunal. Whilst the outcome of any appeal by the DWP is unknown, Narcolepsy UK remain committed to supporting all people with narcolepsy, irrespective of how they contracted the condition and will continue to support other European organisations across similarly affected countries across the European Union.

Unfortunately the DWP chose to appeal against that decision, and the case proceeded to the Upper Tribunal. The final judgement will be reported in 2015 Report and Accounts.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the Board of Trustees



Matthew O'Neill, Chair

Statements of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The 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 state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- 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 that 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 Charities Act 1993, the charity (Accounts Reports) Regulations 2008, and Articles of Association. 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 Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER'S REPORT

To the Trustees of Narcolepsy UK

I report on the accounts of the Trust for the year ended 31st December 2014, which are set out on pages Statement of Financial Activities 14 to 20.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

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.

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 charity 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 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.

NIGEL PRENTIS FCA
FOR AND ON BEHALF OF
PRENTIS & CO LLP
CHARTERED ACCOUNTANTS
& INDEPENDENT EXAMINERS

115c Milton Road
Cambridge
CB4 1XE

Statement of Financial Activities

Incoming and Outgoing Resources

Note:

Narcolepsy UK has no Endowment Funds.

Narcolepsy UK has no recognised gains or losses, e.g.: revaluations of fixed assets or investment assets.

	Note	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
INCOMING RESOURCES					
From Generated Funds					
Voluntary Income	2a	50972	5800	56712	63855
Income Generation	2b	12900	14044	26944	29123
Investment Income	2c	115	-	115	86
Charitable Activities	3	1694	-	1694	1976
Total Incoming Resources		65681	19844	85525	95040
RESOURCES EXPENDED					
Generating Funds	4	13622	-	13622	13137
Charitable Activities	5	34126	22250	56376	27837
Support costs	6	26099	-	26099	7941
Governance	7	6738	-	6738	7264
		80585	22250	102835	56179
Net Incoming/(Outgoing Resources)		(14904)	(2406)	(17310)	38861
Net Movement in Funds					
Brought forward from Previous Year		88013	14663	102676	63815
Total Funds Carried Forward to 2015		73109	12257	85366	102676

Balance Sheet

Note:

Narcolepsy UK has no Tangible or Stock and Current Work in Progress Assets.

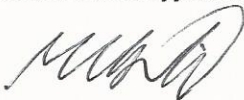
	Note	Total 2014 £	Total 2013 £
CURRENT ASSETS			
Debtors	10	626	626
Cash at Bank and in Hand		86900	105400
Total Current Assets		<u>87526</u>	<u>106026</u>
LIABILITIES			
Creditors Due within one Year	11	2160	3350
NET ASSETS		<u>85366</u>	<u>102676</u>
FUNDS OF THE CHARITY			
Unrestricted Funds			
General Funds	12	20994	35898
Designated Funds			
Large Legacies and Donations	12b	52115	52115
Restricted Income Funds	12c	12257	14663
		<u>85366</u>	<u>102676</u>

For the year ending 31st December 2014 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have prepared in accordance with the provisions applicable to companies subject to the small companies' regime.'

The accounts were approved by the Board on



Matthew O'Neill
Chair

Notes to the Accounts

1. Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Act 2006.

The trustees believe that the charity has adequate resources to continue in operational existence for the foreseeable future. Therefore they have continued to adopt the going concern basis in preparing these financial statements.

Company Status

Narcolepsy UK is a charitable company limited by guarantee and has no share capital. The members of the company are the Trustees named on page 2.

In the event of the charitable company being wound up, the liability of each member in respect of the guarantee is limited to £1.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds form part of the general funds set aside by the Trustees for specific purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charitable company for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charitable company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources. All expenses incurred with the intention of raising funds for the charity are allocated to costs of generating voluntary income.

Notes to the Accounts (Continued)

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
2a Voluntary Income				
Donations	50472	5800	56272	22492
Legacies	500	-	500	41363
	<u>50972</u>	<u>5800</u>	<u>56772</u>	<u>63855</u>
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
2b Income Generation				
Fundraising/Grants	12900	14044	26944	29123
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
2c Investment Income				
Bank Interest	115	-	115	86
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
3 Income from Charitable Activities				
Conference	1694	-	1694	1976
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
4 Cost of Generating Funds				
Staff costs	12567	-	12567	13137
Other costs	1055	-	1055	-
	<u>13622</u>	<u>-</u>	<u>13622</u>	<u>13137</u>
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
5 Cost of Charitable Activities				
Advocacy Services*	19944	1300	21244	18816
Local and Regional Support	2666	7017	9683	470
Conferences and Meetings	6386	13933	20319	4505
Website development and maintenance	53	-	53	738
Catnap	5077	-	5077	3308
	<u>34126</u>	<u>22250</u>	<u>56376</u>	<u>27837</u>

* Support and advice (excluding medical advice) services for beneficiaries with state benefits problems and/or were attempting to change their medication.

Notes to the Accounts (Continued)

6	Support Costs	Total 2014 £	Total 2013 £
	Printing and stationery	2439	2191
	Telephone and fax	890	823
	Office and miscellaneous	1702	1904
	Staff costs	21068	3023
		<u>26099</u>	<u>7941</u>
7	Cost of Governance	Total 2014 £	Total 2013 £
	Independent Examiner's Fees	2160	3850
	Room hire	182	694
	Trustee expenses (travel and accommodation to attend meetings)	4396	2720
		<u>6738</u>	<u>7264</u>
8	Employees	2014	2013
	Number of employees		
	The average monthly number of employees during the period was:		
	Administrative staff, part time	1	1
	Project staff	3	2
		<u>4</u>	<u>3</u>
		Total 2014 £	Total 2013 £
	Employment Costs (Wages and salaries)		
	Cost of generating funds	12567	13137
	Advocacy services	20339	18489
	Website development and maintenance	-	7728
	Local and regional support	5070	-
	Support costs	18017	3023
		<u>55993</u>	<u>42377</u>
	Total INCLUDES Social Security costs of:	<u>3057</u>	<u>1837</u>
9	Trustees	2014 £	2013 £
	No remuneration was paid to Trustees during the period.		
	Total expenses for the period reimbursed to 9 (2013: 6) Trustees	4396	2720
		<u>4396</u>	<u>2720</u>

Notes to the Accounts (Continued)

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
10 Debtors				
Prepayments	626	-	626	626
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
11 Creditors: Amounts falling due within one year				
Other creditors	2160	-	2160	3350
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Notes to the Accounts (Continued)

12 Income Restricted Funds

12a Narcolepsy UK has no Permanent or Expendable Income Restricted Funds.

12b Names and Purposes of Other Restricted Funds

Advocacy Services Restricted Fund

These funds have been donated to cover the cost, mostly staff salaries, of providing one-to-one support to people with narcolepsy (and related conditions), their families and carers who, due to lack of knowledge about the causes and consequences of narcolepsy (and related conditions) in their local health and social services, are finding it difficult to get adequate access to skilled professional clinical care and to skilled professional clinical care and to appropriate social benefits and services.

Website Development and Maintenance Restricted Fund

These funds have been donated specifically to allow the charity to develop and maintain up-to-date a credible and respected website which will be universally recognised as a primary source of information for everyone who has an interest in narcolepsy and related conditions.

As well as contributing to the technical costs of hosting the website, ensuring that its contents is relevant, accurate and up-to-date, and ensuring that it remains compatible with evolving trends in internet communications and social media, the fund will from time to time also be used to sponsor original contributions to the website.

Conferences and Meetings Restricted Fund

These funds have been donated specifically to allow the charity to run conferences and meetings, both national and regionally, for the dissemination of information on narcolepsy and related conditions both formally through presentations, displays and publications and informally through networking and break-out discussion groups.

The funding will be used to keep the costs of attending and participating in conferences and meetings as low as possible, particularly for people with narcolepsy (and related conditions), their families and carers.

Local and Regional Support Restricted Fund

These funds have been donated specifically to allow the charity to provide support and information services within a particular region, both through enabling the creation and development of local volunteer/supporter sub-groups which are better able to focus on local needs and through the provision of a local and regional support infrastructure to ensure that such groups operate efficiently and effectively in a co-ordinated manner to the highest standards.

12c Movements in Income in Restricted Funds

<i>Name of Fund</i>	<i>Balance b/fwd</i>	<i>Incoming Resources</i>	<i>Outgoing Resources</i>	<i>Balance c/fwd</i>
	£	£	£	£
Advocacy Services	700	600	(1300)	-
Website Development	2500	2800	-	5300
Conferences and Meetings	8933	5000	(13933)	-
Local and Regional Support	2530	11444	(7017)	6957
TOTAL FUNDS	14663	19844	(22250)	12257

Notes to the Accounts (Continued)

13 Designated Funds

13a Names and Purposes of Designated Funds

Large Legacies and Donations Fund (LLandD Fund)

The purpose of this Designated Fund is to allow the charity to avoid situations in which the occasional receipt of a large legacy or donation significantly inflates the charity's reserves. Such situations can distort the charity's priorities for meeting its charitable objects and lead to the charity taking on commitments which are not sustainable once those legacy/donations funds have been exhausted.

By holding such monies in a Designated Fund from which they can be released back into the charity's reserves in a controlled manner over a period of time the charity is better able to ensure that it generates the maximum sustainable public benefit from its resources.

13b Movement in Designated Funds

<i>Name of Fund</i>	<i>Balance b/fwd</i>	<i>Incoming Resources</i>	<i>Outgoing Resources</i>	<i>Transfers</i>	<i>Balance c/fwd</i>
	£	£	£	£	£
Large Legacies and Donations	52115	-	-	-	52115
TOTAL FUNDS	52115	-	-	-	52115

14 Analysis of Net Assets Between Funds

The fund balances at 31st December 2014 are represented by:

	<i>Unrestricted Funds</i>	<i>Designated Funds</i>	<i>Restricted Funds</i>	<i>Total</i>
	£	£	£	£
Current Assets				
Cash at bank and in hand				
General Fund	22528	-	-	22528
Large Legacies and Donations	-	52115	-	52115
Local and Regional Support	-	-	6957	6957
Website Development	-	-	5300	5300
Debtors	626	-	-	626
Creditors: Due within one year	(2160)	-	-	(2160)
	<u>20994</u>	<u>52115</u>	<u>12257</u>	<u>85366</u>

2014 Supporters, Trusts and Foundation

Anne Duchess of Westminster's Charity
Barbour Foundation
Big Lottery Fund
Company of Actuaries Charitable Trust
Fulmer Charitable Trust
JTH Charitable Trust
Miss Marion Broughton's Charitable Trust
Mr and Mrs JA Pye's Charitable Settlement
Reuben Foundation
Searchlight CT
Souter Charitable Trust
St James's Place Foundation
The Astor Foundation
The Eveson Charitable Trust
The Freemasons' Grand Charity
The Gamma Trust
The James Neill Trust Fund
The James Wood Bequest Fund
The Joicey Trust
The Lynn Foundation
The Martin Connell Charitable Trust
The Paul Bassham Charitable Trust
The Rainford Trust
The Really Useful Group Ltd
The Sir Jules Thorn Charitable Trust
The Wilfred and Elsie Elkes Charity Fund
The Wixamtree Trust
Voluntary Action Fund