

**Post Polio Support Group Ltd**

(A company limited by guarantee, not having a share capital)

**Directors' Report and Financial Statements**

**for the year ended 31 December 2013**

**Post Polio Support Group Ltd**  
(A company limited by guarantee, not having a share capital)

**CONTENTS**

	<b>Page</b>
Directors and Other Information	3
Directors' Report	4 - 5
Statement of Directors' Responsibilities	6
Independent Auditor's Report	7
Income and Expenditure Account	8
Balance Sheet	9
Cash Flow Statement	10
Accounting Policies	11
Notes to the Financial Statements	12 - 15
Supplementary Information on Trading Statement	17 - 19

# Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

## DIRECTORS AND OTHER INFORMATION

<b>Directors</b>	Hugh McHugh (Resigned 30 October 2013) Anna Margaret Joan Bradley Jim Costello John McFarlane (Resigned 20 September 2013) Séamus Ó'Cinnéide (Resigned 13 May 2013) Evelyn Wainwright Susan Dowling Rose Russell O'Donovan Thomas Carberry Marie Boland Patrick Guy Roisin Nolan (Appointed 7 December 2013) Jim Barrett (Appointed 13 April 2013) Sean Breslin (Appointed 13 April 2013)
<b>Company Secretary</b>	Jim Costello
<b>Company Number</b>	354283
<b>Registered Office and Business Address</b>	Unit 319 Capel Building Mary's Abbey Dublin 7 Ireland
<b>Auditors</b>	BMOL Partners Registered Auditors 19 Herbert Street Dublin 2 Ireland
<b>Bankers</b>	Allied Irish Bank Capel Street Dublin Co. Dublin Ireland
<b>Solicitors</b>	Lacy Walsh Solicitors Sandymount Dublin Co. Dublin Ireland

# Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

## DIRECTORS' REPORT

for the year ended 31 December 2013

The directors present their report and the audited financial statements for the year ended 31 December 2013.

### Principal Activity and Review of the Business

To create awareness and to provide information regarding the late effects of polio among Polio Survivors, statutory agencies and the wider medical profession, and to ensure that the needs of Polio Survivors relating to their condition are met to enable them to live with dignity.

The Company is limited by guarantee not having a share capital.

There has been no significant change in these activities during the year ended 31 December 2013.

### Principal Risks and Uncertainties

Financial risk management objectives and policies

The company uses financial instruments throughout its business. The core risks associated with the company's financial instruments are set out below. The board reviews and agrees policies for the prudent management of these risks as follows.

Liquidity and cash risk

The company's policy is to ensure that sufficient resources are available either from cash balances or cash flows to ensure all obligations can be met when they fall due.

Credit risk

The company's credit risk is dependent on the debtors' ability to pay within the company credit terms.

### Financial Results

The deficit for the year after providing for depreciation amounted to €(47,241) (2012 - €(39,206)).

### Directors

The current directors are as set out on page 3.

There were no changes in shareholdings between 31 December 2013 and the date of signing the financial statements.

In accordance with the Articles of Association, the directors retire by rotation and, being eligible, offer themselves for re-election.

### Future Developments

While the Group is committed to reaching out to all Polio Survivors in Ireland, the welfare of its members remains its paramount concern. The Group is committed to ensuring that, as far as possible, sufficient funding is found to ease their problems and increase quality of life.

The Group will remain committed to maintaining sufficient income to meet the needs of Polio Survivors in real terms. Close liaison with the various Statutory Authorities, principally the Health Service Executive (HSE), will continue to be maintained and the Group will work in close partnership with all its funding bodies to accomplish its objectives.

### Post Balance Sheet Events

There have been no significant events affecting the company since the year-end.

### Political Contributions

The company did not make any disclosable political donations in the current year.

### Auditors

The auditors, BMOL Partners, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

**Post Polio Support Group Ltd**

(A company limited by guarantee, not having a share capital)

**DIRECTORS' REPORT**

for the year ended 31 December 2013

**Books of Account**

To ensure that proper books and accounting records are kept in accordance with Section 202 Companies Act, 1990, the directors have employed appropriately qualified accounting personnel and have maintained appropriate computerised accounting systems. The books of account are located at the company's office at Unit 319, Capel Building, Mary's Abbey, Dublin 7.

**Signed on behalf of the board**

\_\_\_\_\_  
**Susan Dowling**  
Director

\_\_\_\_\_  
**Jim Costello**  
Director

Date: .....

## **Post Polio Support Group Ltd**

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# **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

for the year ended 31 December 2013

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with Irish law and regulations.

Irish company law requires the directors to prepare financial statements giving a true and fair view of the state of affairs of the company and the surplus or deficit of the company for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with Irish Generally Accepted Accounting Practice (accounting standards issued by the Financial Reporting Council and Irish law).

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and 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 company will continue in business.

The directors are responsible for keeping proper books of account that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2013. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Signed on behalf of the board**

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**Susan Dowling**  
**Director**

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**Jim Costello**  
**Director**

**Date:** .....

# **INDEPENDENT AUDITOR'S REPORT**

## **to the Members of Post Polio Support Group Ltd**

**(A company limited by guarantee, not having a share capital)**

We have audited the financial statements of Post Polio Support Group Ltd for the year ended 31 December 2013 which comprise the Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement, the Accounting Policies and the related notes. The financial reporting framework that has been applied in their preparation is Irish law and accounting standards issued by the Financial Reporting Council (Generally Accepted Accounting Practice in Ireland).

This report is made solely to the company's members, as a body, in accordance with section 193 of the Companies Act 1990. Our audit work has been undertaken so that we might state to the company'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 company and the company'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 explained more fully in the Statement of Directors' Responsibilities, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with Irish law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view in accordance with Generally Accepted Accounting Practice in Ireland of the state of the company's affairs as at 31 December 2013 and of its results for the year then ended; and
- have been properly prepared in accordance with the requirements of the Companies Acts 1963 to 2013.

### **Matters on which we are required to report by the Companies Acts 1963 to 2013**

- We have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- In our opinion proper books of account have been kept by the company.
- The financial statements are in agreement with the books of account.
- In our opinion the information given in the Directors' Report is consistent with the financial statements.

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the provisions in the Companies Acts 1963 to 2013 which require us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by law are not made.

**Angus Donohoe**  
**for and on behalf of**  
**BMOL PARTNERS**  
Registered Auditors  
19 Herbert Street  
Dublin 2  
Ireland

**Date:** .....

# Post Polio Support Group Ltd

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## INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 December 2013

	Notes	2013 €	2012 €
<b>Income</b>	<b>1</b>	<b>559,445</b>	580,670
<b>Expenditure</b>		<b>(606,149)</b>	(619,195)
Deficit on ordinary activities before interest		<b>(46,704)</b>	(38,525)
Interest payable and similar charges	<b>3</b>	<b>(537)</b>	(681)
<b>Deficit on ordinary activities before tax</b>		<b>(47,241)</b>	(39,206)
Tax on deficit on ordinary activities	<b>5</b>	-	-
<b>Deficit on ordinary activities after taxation</b>		<b>(47,241)</b>	(39,206)
<b>Deficit for the year</b>	<b>11</b>	<b>(47,241)</b>	(39,206)

The company has no recognised gains or losses other than the results for the year. The results for the year have been calculated on the historical cost basis. The company's income and expenses all relate to continuing operations.

Approved by the board on Date: ..... and signed on its behalf by

\_\_\_\_\_  
Susan Dowling  
Director

\_\_\_\_\_  
Jim Costello  
Director



**Post Polio Support Group Ltd**  
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**BALANCE SHEET**

as at 31 December 2013

	Notes	2013 €	2012 €
<b>Fixed Assets</b>			
Tangible assets	6	1,120	576
<b>Current Assets</b>			
Debtors	7	8,958	10,454
Cash at bank and in hand		225,242	330,439
		<u>234,200</u>	<u>340,893</u>
<b>Creditors: Amounts falling due within one year</b>	8	<b>(44,362)</b>	<b>(70,342)</b>
<b>Net Current Assets</b>		<b>189,838</b>	<b>270,551</b>
<b>Total Assets less Current Liabilities</b>		<b>190,958</b>	<b>271,127</b>
<b>Reserves</b>			
Capital reserves and funds	11	102,011	134,939
Income and expenditure account	11	88,947	136,188
<b>Members' Funds</b>	12	<b>190,958</b>	<b>271,127</b>

Approved by the board on Date: ..... and signed on its behalf by

\_\_\_\_\_  
**Susan Dowling**  
Director

\_\_\_\_\_  
**Jim Costello**  
Director

## Post Polio Support Group Ltd

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### CASH FLOW STATEMENT

for the year ended 31 December 2013

	Notes	2013 €	2012 €
Net cash outflow from operating activities	15	(92,515)	115,412
Returns on investments and servicing of finance	15	(537)	(681)
Capital expenditure	15	(982)	(770)
Movement in cash in the year		<u>(94,034)</u>	<u>113,961</u>
Reconciliation of net cash flow to movement in net debt (Note 15)			
Movement in cash in the year		(94,034)	113,961
Net funds at 1 January 2013		<u>319,276</u>	<u>205,315</u>
Net funds at 31 December 2013		<u><u>225,242</u></u>	<u><u>319,276</u></u>

# Post Polio Support Group Ltd

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## ACCOUNTING POLICIES

for the year ended 31 December 2013

### Basis of preparation

The financial statements have been prepared on the going concern basis and in accordance with generally accepted accounting principles in Ireland and Irish statute comprising the Companies Acts, 1963 to 2013. They comply with the financial reporting standards of the Financial Reporting Council. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

### Income

#### Deferred Income

Bequests and donations, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Where income is received in advance, recognition is deferred and, being only recognised in the period profit and loss account against matching expenditures.

### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. The charge to depreciation is calculated to write off the original cost or valuation of tangible fixed assets, less their estimated residual value, over their expected useful lives as follows:

Computer equipment	-	25% Straight line
Fixtures, fittings and equipment	-	15% Straight line

The carrying values of tangible fixed assets are reviewed annually for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

### Taxation

Current tax represents the amount expected to be paid or recovered in respect of taxable income for the year and is calculated using the tax rates and laws that have been enacted or substantially enacted at the balance sheet date.

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more tax in the future, or a right to pay less tax in the future. Timing differences are temporary differences between the company's taxable income and its results as stated in the financial statements.

Deferred tax is measured on an undiscounted basis at the tax rates that are anticipated to apply in the periods in which the timing differences are expected to reverse, based on tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

### Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated at the rates of exchange ruling at the balance sheet date. Transactions, during the year, which are denominated in foreign currencies are translated at the rates of exchange ruling at the date of the transaction. The resulting exchange differences are dealt with in the income and expenditure account.

# Post Polio Support Group Ltd

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## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2013

### 1. INCOME

The income for the year has been derived from:-

	2013	2012
	€	€
HSE	363,863	383,376
Fundraising revenue & PFI grant	160,261	157,522
DECLG & other grants	29,426	31,245
Subscriptions	2,529	3,157
Investment income	3,075	4,653
Bank interest received	291	717
	<u>559,445</u>	<u>580,670</u>

The whole of the company's income is attributable to its market in the Republic of Ireland and is derived from the principal activity of fundraising and grant receipts.

### 2. OPERATING DEFICIT

	2013	2012
	€	€
<b>Operating deficit is stated after charging/(crediting):</b>		
Depreciation of tangible assets	438	845
Auditor's remuneration - audit services	6,471	2,355
	<u>6,471</u>	<u>2,355</u>

### 3. INTEREST PAYABLE AND SIMILAR CHARGES

	2013	2012
	€	€
On bank loans and overdrafts	537	681
	<u>537</u>	<u>681</u>

### 4. EMPLOYEES AND REMUNERATION

#### Number of employees

The average number of persons employed (including executive directors) during the year was as follows:

	2013	2012
	Number	Number
Admin	2	2
Service	2	2
RSO	2	2
	<u>6</u>	<u>6</u>

The staff costs comprise:

	2013	2012
	€	€
Wages and salaries	202,194	190,275
Social welfare costs	18,114	13,171
Pension costs	6,046	6,286
	<u>226,354</u>	<u>209,732</u>

# Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

## NOTES TO THE FINANCIAL STATEMENTS

continued

for the year ended 31 December 2013

<b>5. TAX ON DEFICIT ON ORDINARY ACTIVITIES</b>		<b>2013</b>	<b>2012</b>
		€	€
<b>Analysis of charge in the year</b>			
<b>Current tax:</b>			
Corporation tax		-	-
		<u>          </u>	<u>          </u>
<p>The entity is exempt from taxation due to its status as a registered charity (Registered Charity Number: CHY 11356)</p>			
<b>6. TANGIBLE FIXED ASSETS</b>			
	<b>Computer equipment</b>	<b>Fixtures, fittings and equipment</b>	<b>Total</b>
	€	€	€
<b>Cost</b>			
At 1 January 2013	14,245	6,509	20,754
Additions	982	-	982
	<u>          </u>	<u>          </u>	<u>          </u>
At 31 December 2013	15,227	6,509	21,736
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Depreciation</b>			
At 1 January 2013	13,669	6,509	20,178
Charge for the year	438	-	438
	<u>          </u>	<u>          </u>	<u>          </u>
At 31 December 2013	14,107	6,509	20,616
	<u>          </u>	<u>          </u>	<u>          </u>
<b>Net book value</b>			
At 31 December 2013	<b>1,120</b>	<b>-</b>	<b>1,120</b>
	<u>          </u>	<u>          </u>	<u>          </u>
At 31 December 2012	576	-	576
	<u>          </u>	<u>          </u>	<u>          </u>
<b>7. DEBTORS</b>		<b>2013</b>	<b>2012</b>
		€	€
Other debtors		<b>4,500</b>	4,500
Taxation and social welfare (Note 9)		-	4,754
Prepayments and accrued income		<b>4,458</b>	1,200
		<u>          </u>	<u>          </u>
		<b>8,958</b>	10,454
		<u>          </u>	<u>          </u>
<b>8. CREDITORS</b>		<b>2013</b>	<b>2012</b>
<b>Amounts falling due within one year</b>		€	€
Bank overdrafts		-	11,163
Trade creditors		<b>18,878</b>	7,389
Taxation and social welfare (Note 9)		<b>86</b>	17,978
Other creditors		-	655
Accruals		<b>25,398</b>	33,157
		<u>          </u>	<u>          </u>
		<b>44,362</b>	70,342
		<u>          </u>	<u>          </u>

## Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

### NOTES TO THE FINANCIAL STATEMENTS

continued

for the year ended 31 December 2013

9. TAXATION AND SOCIAL WELFARE	2013	2012
	€	€
<b>Debtors:</b>		
VAT	-	4,754
<b>Creditors:</b>		
PAYE	<u>86</u>	<u>17,978</u>

#### 10. STATUS

The liability of the members is limited.

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up while they are members or within one year thereafter for the payment of the debts and liabilities of the company contracted before they ceased to be members and the costs, charges and expenses of winding up and for the adjustment of the rights of the contributors among themselves such amount as may be required, not exceeding € 2.

#### 11. RESERVES

	Income and expenditure account	Special reserve	Total
	€	€	€
At 1 January 2013	136,188	134,939	271,127
Deficit for the year	(47,241)	-	(47,241)
Other movements	-	(32,928)	(32,928)
At 31 December 2013	<u>88,947</u>	<u>102,011</u>	<u>190,958</u>

#### 12. RECONCILIATION OF MOVEMENTS IN MEMBERS' FUNDS

	2013	2012
	€	€
Deficit for the year	(47,241)	(39,206)
Other recognised gains or losses	(32,928)	134,939
Net deduction from/addition to members' funds	(80,169)	95,733
Opening members' funds	<u>271,127</u>	<u>175,394</u>
Closing members' funds	<u>190,958</u>	<u>271,127</u>

#### 13. CAPITAL COMMITMENTS

The company had no material capital commitments at the year-ended 31st December 2013.

#### 14. POST-BALANCE SHEET EVENTS

There have been no significant events affecting the company since the year-end.

## Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

### NOTES TO THE FINANCIAL STATEMENTS

continued

for the year ended 31 December 2013

#### 15. CASH FLOW STATEMENT

15.1 RECONCILIATION OF OPERATING DEFICIT TO NET CASH OUTFLOW FROM OPERATING ACTIVITIES	2013 €	2012 €
Operating deficit	(46,704)	(38,525)
Depreciation	438	845
Movement in debtors	1,496	(4,240)
Movement in creditors	(14,817)	22,393
Movement on reserves	(32,928)	134,939
<b>Net cash outflow from operating activities</b>	<b>(92,515)</b>	<b>115,412</b>

#### 15.2 CASH FLOW STATEMENT

RETURNS ON INVESTMENTS AND SERVICING OF FINANCE	2013 €	2012 €
Interest paid	(537)	(681)
<b>CAPITAL EXPENDITURE</b>		
Payments to acquire tangible assets	(982)	(770)

#### 15.3 ANALYSIS OF CHANGES IN NET FUNDS

	Opening balance €	Cash flows €	Closing balance €
Cash at bank and in hand	330,439	(105,197)	225,242
Overdrafts	(11,163)	11,163	-
<b>Net funds</b>	<b>319,276</b>	<b>(94,034)</b>	<b>225,242</b>

#### 16. APPROVAL OF FINANCIAL STATEMENTS

The financial statements were approved and authorised for issue by the board of directors on .....

**POST POLIO SUPPORT GROUP LTD**  
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**SUPPLEMENTARY INFORMATION**

**RELATING TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOT COVERED BY THE REPORT OF THE AUDITORS**



## Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

### SUPPLEMENTARY INFORMATION RELATING TO THE FINANCIAL STATEMENTS

#### TRADING STATEMENT

for the year ended 31 December 2013

	Schedule	2013 €	2012 €
Income		559,445	580,670
Costs	1	<u>(431,511)</u>	<u>(443,857)</u>
Gross surplus		127,934	136,813
Overhead expenses	2	<u>(175,175)</u>	<u>(176,019)</u>
<b>Net deficit</b>		<u><u>(47,241)</u></u>	<u><u>(39,206)</u></u>

## Post Polio Support Group Ltd

(A company limited by guarantee, not having a share capital)

### SUPPLEMENTARY INFORMATION RELATING TO THE FINANCIAL STATEMENTS

#### SCHEDULE 1 : COSTS

for the year ended 31 December 2013

	2013	2012
	€	€
<b>Costs</b>		
Wages and salaries	110,813	95,700
Social welfare costs	8,821	7,536
Aids & appliances (1)	107,333	92,141
Newsletter / information provision	4,593	8,995
Social support	46,606	24,525
Health Board services	44,044	77,701
Aids and appliances (2)	35,015	49,064
Heating grant expenditure	40,195	34,939
Meetings	17,889	20,345
Implementation of New Horizons - Plan 2015	1,603	16,593
Postage, stationery & telephone	13,949	10,201
Building works	-	5,345
Meetings and travel etc	650	772
	<u>431,511</u>	<u>443,857</u>

## Post Polio Support Group Ltd

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### SUPPLEMENTARY INFORMATION RELATING TO THE FINANCIAL STATEMENTS

#### SCHEDULE 2 : OVERHEAD EXPENSES

for the year ended 31 December 2013

	2013 €	2012 €
<b>Administration Expenses</b>		
Wages and salaries	91,381	94,575
Social welfare costs	9,293	5,635
Pension	6,046	6,286
Staff recruitment and training	10,938	5,959
Rent & insurance	24,487	29,148
Fundraising expenses	17,244	17,487
Computer costs	4,951	5,525
Consultancy fees	1,047	-
Payroll administration	923	1,322
General expenses	239	5,126
Subscriptions	1,180	1,055
Filing fees	-	20
Auditor's remuneration	6,471	2,355
Depreciation of tangible assets	438	845
	<u>174,638</u>	<u>175,338</u>
<b>Finance</b>		
Bank interest and charges	<u>537</u>	<u>681</u>
<b>Total Overheads</b>	<u><u>175,175</u></u>	<u><u>176,019</u></u>