

## ASSOCIATION OF APPLIED BIOLOGISTS

The Object of the Charity is 'to promote the study and advancement of all branches of Biology and, in particular (but without prejudice to the generality of the foregoing) to foster the practice, growth and development of applied biology, including the application of biological sciences for the production and preservation of food, fibre and other materials and for the maintenance and improvement of the earth's physical environment'.

### The Council of Members (Trustees) for 2005

President:	Prof. B R Kerry
President Elect:	Prof. P J Lea
General Secretary:	Dr A J Keys
General Treasurer:	Mr M van den Driessche
Chairman of the Editorial Boards:	Dr M A J Parry
Programme Secretary:	Prof. T J Hocking
Meetings Treasurer:	Dr J D Knight
Membership Officer:	Dr N E A Scopes
Newsletter Editor:	Vacancy

### Convenors of Specialist Groups:

Applied Mycology & Bacteriology:	Dr R Kennedy
Biological Control:	Dr J Holland
Entomology:	Dr W E Parker
Nematology:	Dr R L Gwynn
Pesticide Application:	Mr C R Glass
Plant Physiology & Crop Improvement:	Dr G Russell
Post-harvest Biology:	Dr L A Terry
Virology:	Dr M Stevens
Weeds & Agronomy:	Dr N D Boatman

**Executive Officer:** Mrs C A Millman

**Registered Office:** AAB Office, c/o Warwick HRI, Wellesbourne, Warwick CV35 9EF, UK  
Tel: +4(0)1789 472020; Fax: +44 (0)1789 470234  
Email: [carol.aab@warwick.ac.uk](mailto:carol.aab@warwick.ac.uk); Home Page: <http://www.aab.org.uk>

**Registered Auditors:** Clere's Ltd, George Nott House, 119 Holloway Head, Birmingham B1 1QP

### Advisers:

Accountants:	Clere's Ltd, George Nott House, 119 Holloway Head, Birmingham B1 1QP
Bankers:	Barclays Bank plc, South Warwickshire Group of Branches, 150 The Parade, Leamington Spa, Warwickshire CV32 4AZ
Solicitors:	Martineau Johnson, St Philips House, St Philips Place, Birmingham B3 2PP Needham & James, 25 Meer Street, Stratford on Avon, Warwickshire CV37 6QB
Tax Advisers:	Clere's Ltd, George Nott House, 119 Holloway Head, Birmingham B1 1QP
Independent Financial Advisers:	Cherwell Asset Management, The Old Granary, Shotteswell, Oxon OX17 7HU
Investment Fund Managers:	Lloyds TSB Private Banking Limited, 50 Grosvenor Street, London W1K 3LF
Insurance Brokers:	Stackhouse Poland, Exchange House, Station Road, Liphook, Hampshire GU30 7ER Access Insurance, 1 Regent Street, London SW1Y 4NW

**ASSOCIATION OF APPLIED BIOLOGISTS**  
**ANNUAL GENERAL MEETING 2006**

The Annual General Meeting (AGM) of the Association will be held at 1.00pm on 21 September 2006 at Holmewood Hall, Peterborough. Draft minutes of the Annual General Meeting held at Holmewood Hall, Peterborough on 28<sup>th</sup> September 2005 together with the Report of the Trustees and Financial Statements for 2005 are enclosed. Also enclosed is the list of new members of the Association elected in 2005 and notice of proposals regarding Specialist Groups for 2007.

**AGENDA**

- 1 Apologies for absence.
- 2 Minutes of the Annual General Meeting held at Holmewood Hall, Peterborough on 28<sup>th</sup> September 2005 and matters arising.
- 3 Report of the Trustees for 2005 (excluding the Financial Report)
- 4 Financial Report.
- 5 Trustees for 2006 including Election of Officers for 2007.

***Nominations of Council:***

President	Prof. P. J. Lea
President Elect	Prof. M.J. Jeger
General Secretary	Dr. A.J. Keys
General Treasurer	Dr. J.D. Knight
Meetings Treasurer	Dr. J.D. Knight
Chairman of the Editorial Boards	Prof. M.A.J. Parry
Programme Secretary	Dr. G. Russell
Membership Officer	Dr. C. Kelly
Newsletter Editor	Vacancy

***Confirmation of Convenors:***

Applied Mycology and Bacteriology	Dr. K. Thomas
Biological Control	Dr. J. Holland
Cropping and the Environment	Dr. E.A. Stockdale
Entomology	Dr W.E. Parker
Nematology	Dr. R.L. Gwynn
Pesticide Application	Mr C.R. Glass
Plant Physiology and Crop Improvement	Dr. N.G. Halford
Post-Harvest Biology	Dr L.A. Terry
Virology	Dr. M. Stevens

- 6 Appointment of Auditors for 2007
- 7 Honorary Membership Election
- 8 Any Other Business

**DRAFT minutes of the Annual General Meeting,**

**held on 28 September 2005**

**at Holmewood Hall, Peterborough, UK**

**The Meeting started at 13.15**

There being 25 members present, the meeting was declared quorate.

- 1. Apologies** A list of members from whom apologies for absence had been received was read out. Apologies were received from:

**Alwyn THOMPSON**

**Martin PARRY**

**Jeff MOORBY**

**Xavier DRAYE**

**Lea HILTUNEN**

**Simon MWALE**

**Roma GWYNN**

**Bill PARKER**

**Nigel BOATMAN**

**Patrick JARVIS**

**Keith DAVIES**

**Barbara PEMBROKE**

**Harold GOUGH**

**Paul BARTLETT**

**Kevin CLEMENTS**

**Elizabeth GREEN**

**Tony MILLER**

**Grace van der PUIJE**

**Denis WRIGHT**

**Roy BATEMAN**

**Francis LUPTON**

**David HAND**

**Simon GOWEN**

- 2. Minutes of the Annual General Meeting held at the Royal Horticultural Society's Gardens, Wisley, UK on 16 September 2004**

The draft minutes were available on the Web site in the Annual Report and as hard copy to those who had requested it in that form. No corrections were requested.

Acceptance of the minutes was proposed by Prof. van Emden and seconded by Jon Knight and agreed by the assembled members. There were no matters arising.

- 3. Report of the Trustees for 2004 (excluding the Financial Report).**

The President had provided, in the Annual Report, an introduction to the Review of Activities and spoke now on some of the most significant points. First he expressed his gratitude to Alwyn Thompson, the President in 2003 and 2004 for all his work on behalf of the Association during, and in the preparation, for the Centenary celebrations. He also expressed his thanks to Carol and all the Office staff for their hard work. The Centenary year had been marked by three special Centennial conferences and the production of a Historical account of the first 100 years of the Association's existence 'Association of Applied Biologists 1904-2004: A Celebration of Achievement'.

The President next reviewed briefly some of the main developments during the year. Much thought had been given to the production of a 'Strategy' for the Association. A consequence of this would be that each year special activities would be identified to further the strategy. Progress would be reviewed at the September Council Meeting and activities for the following year would be decided. The accreditation as 'Investors in people' was very welcome. The Association was sorry to say

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goodbye to Lucy Hutsby who moved to Blackwells and to Christine Wood who retired in 2004. Michelle King was welcomed as a new addition to the staff.

A market analysis by Gill Lenne had identified the need to form more links with other organizations to decrease the risk of losses at conferences, the need for additional conferences to help with publications and the necessity for a review of Specialist Groups.

Martin Parry and the Board of Editors were thanked for their efforts to improve the status of *Annals of Applied Biology*. The President remarked that the Impact factor for *Annals* had increased to above 1 and the estimated impact factor of *Plant Biotechnology Journal* was 2.6.

Unfortunately the finances continued to show a downward decline and this was a cause for concern. The President reported that he had set up two working groups to address the problem. An Office Management Group which he chaired himself was working to save operational costs and a New Business Group chaired by Professor Peter Lea, the President Elect to seek editorial and publications work for other organizations. As a consequence some 15 K of operational costs for 2005 had been saved and new business was increasing earnings. A revision of pay scales for staff was under way to replace the increment system established at present. It was proposed that there would be standard pay points for each grade beyond which increases would depend on merit.

The activities of the Association revolve round Conferences and for these we depend heavily on the Convenors and their Specialist Groups. It was proposed that steps be taken to increase discussion of Conference Plans between Convenors and other members of Council. To this end it was hoped that some of the general business at Council Meetings could be decreased. The multidisciplinary expertise among members of the Association should make it easier to explore sustainable issues. Links with the Tropical Agriculture association and with British Animal Science were being fostered. Specialist workshops were being arranged. The move to electronic mailing had saved the Association money but Council were well aware that it may have disadvantages in maintaining contact with Members and any comment would be welcomed. Response from Members willing to act as Ambassadors was impressive. They would be asked to help to secure sponsorship and purchases of publications.

The President then commented that unlike his immediate predecessors he was not retired and was unable to give as much time as he wished to the affairs of AAB. He relied very heavily on Carol and the Office staff. He then asked whether members were downloading emailed messages or was electronic communication likely to lead to loss of contact. Professor van Emden asked for more information in the text including summaries of attached messages. The comment was made that 150 members had elected to receive information as hard copy. Mike May found it difficult to skim for information in long attachments and asked for simple messages with summaries and clear statement of actions needed. Professor van Emden commented that it was a question of getting used to a different means of communication. It seemed that members were mainly getting the information they needed. Gordon Port found the Web site better than many others and Professor van Emden agreed with this. Professor van Emden was concerned that another meeting of interest to delegates attending the Conference on *Insecticide-free pest management* immediately following the AGM was being held concurrently in London. CAM commented that every effort was made to avoid such clashes. Dr Milbourn asked if the problem in obtaining enough delegates at conferences was because of difficulties in obtaining funding to attend conferences. Jon Knight believed it was easier to judge delegate number for conferences on certain specific topics such as Virology or Nematology where likely attendees were well known to the organizers but it was more difficult for conferences on general topics.

Professor van Emden advised that it was difficult to make a loss on one day meetings especially if held in London. James Clarke said that in reality the problem was that there were too many people

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running rather similar conferences. There was more overlap with BCPC. Professor Kerry said that links to other organisations must be improved.

### 4 Financial Report

The Financial Report had been made available to Members electronically or in hard copy. The Treasurer commented on various aspects of the Report. It had been expected that 2004 would be expensive for the Association but because of donations and sponsorship the deficit was similar to 2003. The income from conferences was not greatly different from 2003. Donations had helped in the publication of the booklet on the history of the Association and other special centennial items.

The deficit for 2004 was nevertheless a cause for concern and it was necessary that strategies be put in place to obtain more income and to spread the cost of the establishment over a wider range of activities. The Treasurer did not advise cutting office staff because of the need to serve fully the interests of Members. The Association has reserves accumulated as a result of past activities in an investment portfolio valued at over £440,000 and this would not need to be touched until the middle of next year. Membership fees for 2005 had brought in over £19,000. The year 2004 was the last year in which we benefited directly from sales of *Annals of Applied Biology*. The fall in cash deposits is partly due to a deficit on operations, but mainly because institutional subscriptions for *Annals* are now collected by Blackwell Publishing Limited, with only a proportion of the income, in addition to the Editorial Office costs being paid in the current year, and the remainder being paid in May the following year. This would happen for 1 year only, as the monies would then be paid on an annual basis.

The future for *Annals of Applied Biology* is difficult to predict. The move to Blackwell Publishing Limited was good in two respects, firstly marketing of the Journal should be much improved and secondly the company would have more muscle than a small organization such as AAB in the contest with any move to self publishing free on the Web.

Membership numbers were down slightly but this was partly because there were fewer conferences in 2004. The churn of membership was still of concern and the cause would be investigated.

Professor van Emden said it was necessary to estimate the output from Blackwells. The Treasurer said that this depends on their marketing activity – the current agreement was that 25K would be paid for Editorial work and in addition 55 % of net revenue.

Professor van Emden proposed acceptance of the Financial Report and this motion was seconded by Jon Knight. The meeting approved the acceptance.

### 5 Trustees for 2006 including Election of Officers for 2006

#### Officers:

President	Prof. B.R. Kerry
President Elect	Prof. P.J. Lea
General Secretary	Dr. A.J. Keys
General Treasurer	Mr. M. van den Driessche
Meetings Treasurer	Dr. J.D. Knight
Chairman of the Editorial Boards	Dr. M.A.J. Parry
Programme Secretary	Prof. T.J. Hocking
Membership Secretary	Dr. C. Kelly

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### Convenors:

Applied Mycology and Bacteriology	Dr. K. Thomas
Biological Control	Dr. J. Holland
Entomology	Dr. W.E. Parker
Nematology	Dr. R.L. Gwynn
Pesticide Application	Mr. C.R. Glass
Plant Physiology and Crop Improvement	Dr. G. Russell
Post-Harvest Biology	Dr. L.A. Terry
Virology	Dr. M. Stevens
Weeds and Agronomy	Dr. E.A. Stockdale

Election of the above nominees and confirmation of the listed convenors *en bloc* was proposed by Prof. van Emden and seconded by Dr. Jon Knight and confirmed by the assembled Members.

A Vacancy was recorded for a **Newsletter Editor**.

### 6 Appointment of Auditors for 2006

Council proposed the reappointment of Clere's Limited, George Nott House, 119 Holloway Head, Birmingham B1 1QP. It was proposed by Professor Peter Lea and seconded by Dr. Jon Knight that Cleres were reappointed and this was agreed by all present.

### 7 Honorary Membership Election

The President proposed that Dr. N.E.A. (Nigel) Scopes be elected to Honorary Membership. Nigel had spent his research career in crop protection studies especially of horticultural crops. He had also given long service to the Association of Applied Biologists (25 years), first as Programme Secretary and later as Publications Officer. More recently he had served as Membership Officer. Nigel was responsible for the diagonal stripe on *Aspects* which later appeared also on *Annals* and became 'House Style for the Journal.

The proposed election of Nigel to Honorary Membership was seconded by the Honorary Treasurer, Mike van den Driessche and approved unanimously.

### 8 Any Other Business

#### *Membership fees*

The proposal approved by Council was for an increase of about 7% in the fee for membership making the fee £45 for ordinary members and £22.50 for Student and Retired members. Adoption of these fees was proposed Peter Lea, seconded by Graham Milbourn, and agreed by Members present.

#### *Journal subscriptions*

The proposal from Council was that the printed version of *Annals* should cost £66, a 10% increase, the printed version plus the online version should be £87.15 (including VAT payable on the online version) and online only should cost £29.38 inclusive of VAT. Council had agreed that the online only subscription should be increased by a larger percentage to gradually bring it nearer to the cost of the printed version. Adoption of these prices was proposed by Graham Milbourn and seconded by Peter Newbould. However, Stuart MacFarlane thought this increase in the subscription for the

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online version was too modest, and felt that £60–65 was a more sensible amount. The proposal was modified to be £66 for the printed version, £87.15 for both and £58.75 including VAT for the online only. This modification was proposed by Stuart MacFarlane, seconded by John Carr, and was accepted by the Meeting

The Meeting was closed at 14.00.

A.J..Keys  
General Secretary  
30 September 2005.

## ANNUAL REPORT OF THE TRUSTEES FOR 2005

The Trustees present their report for the year ended 31<sup>st</sup> December 2005.

### The Charity's Objective

The Object of the Charity is to promote the study and advancement of all branches of Biology and, in particular (but without prejudice to the generality of the foregoing) to foster the practice, growth and development of applied biology, including the application of biological sciences for the production and preservation of food, fibre and other materials and for the maintenance and improvement of the earth's physical environment.

**Members of Council (The Trustees) for 2005** were as follows:

President	Prof. B R Kerry	(4)
President Elect	Prof. P J Lea	(4)
General Secretary	Dr A J Keys	(4)
General Treasurer	Mr M van den Driessche	(3)
Chairman of the Editorial Boards	Dr M A J Parry	(3)
Programme Secretary	Prof. T J Hocking	(2)
Meetings Treasurer	Dr J D Knight	(3)
Membership Officer	Dr N E A Scopes	(0)
Newsletter Editor	Vacancy	

### Convenors of Specialist Groups:

Applied Mycology & Bacteriology	Dr R Kennedy	(2)
Biological Control	Dr J D Knight & Dr J Holland	(3)* (2)*
Entomology	Dr W E Parker	(3)
Nematology	Dr R L Gwynn	(2)
Pesticide Application	Mr C R Glass	(3)
Plant Physiology & Crop Improvement	Dr G Russell	(3)
Post-harvest Biology	Dr L A Terry	(3)
Virology	Dr M Stevens	(4)
Weeds and Agronomy	Dr N D Boatman	(2)

**Executive Officer:** Mrs C A Millman (4)

Attendance figures for Council meetings are shown in parentheses; the Council met four times during the year.

\*Trustee changed during the year

**ASSOCIATION OF APPLIED BIOLOGISTS**  
**REVIEW OF ACTIVITIES**

**President's Introduction**



In the review last year, I highlighted the need for greater financial control on our activities and the development of a plan to significantly reduce our overheads, which were key steps in our progression to a balanced budget on our activities by 2010. To formalise this process we published our Strategic Plan on the website in June, 2005 and invited comment from the membership. As we received no comments, I highlight the main elements of the strategy here and discuss the progress against the associated annual targets that Council agree in September for the forthcoming year. These targets provide a focus for our activities and enable us to monitor progress in delivering high quality services to the membership, whilst placing the Association on a firm financial footing.

The Association of Applied Biologists exists to communicate and promote the study and application of advances in applied biology and the aims of the Strategic Plan have three principal elements to serve this objective, which are:

- To be a leading promoter of high quality meetings, publications and associated activities on behalf of the scientific community of applied biologists and so contribute significantly to the national and international scientific debate.
- To provide the membership with the high quality services expected of an established, international learned society, which are delivered in a cost effective manner.
- To deliver the business of the Association through a partnership between its employees and Trustees that meets professional standards of administration, financial management and ethical conduct.

The Association has been at a watershed over the past 12 months and Council has been involved in much discussion about the future direction and scale of our activities and the number of Office staff required to provide them. The discussion became focussed following Michelle King's resignation in February, 2006. After much deliberation Council agreed in March that she should be replaced otherwise we would not be able to deliver our programme of meetings for 2006 and Annabel Harding was appointed; she has considerable experience in arranging events and in marketing. The appointment is for 12 months, in the first instance, and will be reviewed by Council in 2007 against progress in delivery of the business plan. The majority of Council felt that because of the broad membership of the Association, there was a need to arrange 10-15 conferences/workshops per year and that such a commitment required a staff of 3.5 people. A move towards a single multidisciplinary, annual conference with a few one-day specialist conferences was not favoured. As a consequence the strategy that we have put in place aims to reduce the risk of financial losses from our conference programme that have occasionally been significant in past years, and to take on new business for other organisations to help offset the overhead costs of the Office. To this end we had sixteen specific targets for this year and my review comments briefly on progress against this ambitious programme.

***Establish three workshops a year and hold an additional two conferences in 2006.*** An additional two 1-day conferences have been added to the programme in 2006 along with six residential conferences to provide a full and exciting programme. A workshop was held on the Application of Biopesticides but workshops on statistics have had to be delayed until next year.

***Define strategic collaborations with the British Society for Animal Science, Tropical Agriculture Association and the Sport's Turf Association.*** Discussions have led to joint scientific meetings

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being arranged with the BSAS and TAA but none have been held with the STA because of other negotiations. A move towards closer links with British Council for Crop Production was not supported by Council excepting the possibilities of organising joint meetings, whereas there was strong support for links with the British Society of Plant Pathology. Links with other learned societies could help extend participation in meetings and reduce the risks of financial losses.

***Review mix of specialist and interdisciplinary activities and form strategic links (above) with appropriate convenors designated to establish combined meetings with other societies.*** The routine agenda items for Council have been reduced to provide more opportunities for convenors to discuss the meetings programme. The Council meeting in June is now preceded by a session for Convenors when opportunities for joint meetings between specialist groups and the coordination of activities are discussed. I am pleased to report that multidisciplinary meetings on climate change, wastes in agriculture and energy crops are being planned.

Because a significant and increasing proportion of participants are arranging their own accommodation at residential meetings via the internet, Council have agreed that to avoid the risk of significant financial losses only a minimum number of rooms will be reserved as part of the negotiations over the conference facilities. The office will provide details of local accommodation on the booking forms.

Sadly, Professor Trevor Hocking will stand down as programme secretary at the end of the year. Trevor has been an active member of Council since 1988 and programme secretary since 1997 but pressure of work as Associate Dean of International Development at the University of Wolverhampton's School of Applied Science, has led to much travel and inadequate time to devote to the Association in a time of change. Trevor and I started our academic careers as undergraduates in the late 1960s by sharing accommodation at The School of Agriculture, Sutton Bonington, and it has been a pleasure to renew our friendship over the past 4 years on Council. We all have been very grateful for his contributions to the AAB over many years. At the beginning of 2006, Dr Keith Thomas (keith.thomas@sunderland.ac.uk) replaced Dr Roy Kennedy after 6 years as Convenor for Applied Mycology & Bacteriology and Dr Elizabeth Stockdale (E.A.Stockdale@newcastle.ac.uk) became Convenor of the newly named Cropping and the Environment Group (formerly the Weeds & Agronomy Group) replacing Dr Nigel Boatman who had been Convenor of the Group since 2002. I am very grateful to Roy and Nigel who will be leaving Council for all their efforts on behalf of the AAB and wish the new Trustees an enjoyable and productive time on Council and with their Specialist Groups, which are the driving force for the programme of meetings.

Through its affiliation with the Institute of Biology, the Association has made significant contributions to consultations on Scientific Publications by the House of Commons Science & Technology Committee, on DFID's Science and Innovation Strategy, on Government Science Policy Priorities and on the role of Research Council Institutes

***Run the editorial offices of Annals of Applied Biology and Weed Research effectively and ensure timely transfer of copy to Blackwells.*** Despite the reduction in staff numbers Carol Millman worked hard to maintain the service to Blackwells and the European Weed Research Society in difficult circumstances. Hopefully with the increase in staff in the Office, Carol will be less frenetic and able to deal with the wide range of issues more readily. Despite such pressures, I am delighted that Carol has launched a new initiative to attract further business for the Office by offering a range of services to other organisations that might need editorial/publishing provision or support in the arrangement and marketing of scientific meetings (See Conference Services, *aabnews* 60, Spring 2006).

***Raise the profile and impact of Annals of Applied Biology.*** The excellent progress made with the *Annals of Applied Biology* and the *Plant Biotechnology Journal* is provided in the Publications Report by Professor Martin Parry, Chairman of the Editorial Boards. Both journals are proving popular in the scientific community and we are receiving record numbers of submissions to the

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*Annals.* The continued increase in the impact of these journals has done much to raise the scientific profile of the Association. Clearly, the move to Blackwell Publishing Ltd has worked well for the Association and we are all indebted for their hard work to Martin and his editorial Boards and the many referees whose efforts have raised the standard of our journals. I trust they derive much satisfaction from the success of their efforts.

***Review the status of TAC and develop a strategy for its future.*** After much deliberation, it was decided to cease publication of TAC in April, 2006 after 27 years, as the demand for such a publication continued to decline. Especial acknowledgement is due to the late Mr Geoff Wheatley (President of the Association in 1986 and Editor of TAC from 1980-1990) who was instrumental in conceiving and implementing the concept of TAC. Dr Alwyn Thompson (President of the Association 2003-2004) has the distinction of being the only editor of TAC to serve twice (1989-1994 and 2003-2006) and to be its last editor. Great thanks are due to him for his dedication and to those in the Office who, with industry and enthusiasm, have effectively attended to much of the production of TAC.

***Build relevant databases of organisations and individuals that can be used for selective marketing of publications and conferences.*** A database of members and participants in conferences and their specialist interests has been built in the Office. In addition to these, more than 2,000 names have been added, which have been used to improve the targeting of the advertising for meetings. The ambassadors, Trustees and others are helping provide the addresses of other potential participants; in line with data protection requirements all contacts are asked whether they wish their names to be retained on the database.

***To increase sales of Aspects by 15%.*** So far for 2006, sales are just 2% short of last year's total; however, three further volumes will be produced before the end of the year. Also, a sale of past volumes is currently underway and I remain optimistic that we will reach the target.

***To increase average conference delegate numbers.*** In 2005, the numbers of participants in our meetings increased by 6% to more than 600 compared to the previous year when a few multidisciplinary meetings were held as part of our Centenary celebrations. In 2006, we have a programme of similar size to that of the previous year but as most meetings are in the autumn it is too early to assess whether we are continuing to increase participation in our conferences. Better marketing of our conference programme is a priority for the future and will exploit the database referred to above.

***To obtain sponsorship to cover the costs associated with the DPV www site.*** A Business Plan has been developed for the marketing of the Descriptions of Plant Viruses and some 90 letters seeking sponsorship have been sent. To date we have not obtained the necessary sponsors to ensure the future of the DPVs, the old version of which continues to attract much use on the website. The AAB is very grateful to Dr Mike Adams and Dr John Antoniw who were largely responsible for the production of the descriptions and we intend to continue to try to develop a solution to the production of the DPVs in collaboration with Rothamsted Research.

***Increase membership by 5% on the numbers at the end of 2005 and circulate a questionnaire to lapsed members in the last three year.*** Clare Kelly was appointed as Membership Secretary and a Trustee, and commenced her duties in January, 2006. A questionnaire has been circulated but received a poor response and it remains difficult to analyse the reasons for lapsed membership. Continued cuts in staff and declining student numbers in many organisations involved in research and teaching in applied biology may account for the continued steady decline (6%) in the numbers of members of the Association. Hopefully, the meetings later in the year, the efforts of the membership secretary and the network of ambassadors, and the buoyancy of our journals will raise awareness of the Association and attract more members. I am sure Clare will be interested in any

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suggestions on how to increase the membership. Dr Paris Michaelides was confirmed as the education officer by Council at the March, 2006 meeting. Paris will be a non-Trustee officer. He has developed an interesting proposal to take applied biology to schools, which is being evaluated by Council.

***Maintain efficiency of office operations with no increase in costs.*** For 2005, a target of £30,000 improvement to the deficit on operations was set and achieved through reductions in costs, the loss of one member of staff and the conduct of additional business for other organisations. The aim for 2006 is to ensure that those savings are maintained and that costs are not allowed to creep upwards. Much hard work has been put in by the staff in the Office to increase our efficiency of operation and expand our activities, for which we are all very grateful.

***Pay system devised to reward endeavour.*** In collaboration with the Office staff we have moved from an incremental pay scale to one that rewards endeavour in that the biennial incremental increases have been replaced by a standard pay point for each grade, which is reached after 4 years on the scale. After this increases in salary are given as merit awards depending on performance against objectives set out in the annual personal report scheme. Merit awards will be no more than 1.5% of the total staff costs and are given in addition to a cost of living increase. This year the Pay Review Committee recommended that all Office staff receive a team merit award in recognition of the increased work loads as a result of staff resignations (Lucy and Michelle); this was unanimously supported by the Trustees and resulted in an overall increase in staff pay of 3.6%. The changes provide a more flexible system in line with those systems familiar to a large proportion of the membership and enables Trustees to recognise exceptional efforts made by the Association's staff.

***Deliver budget agreed at end of 2005.*** It is pleasing to note what appears to be a turn around in the budget predictions and to be able to present a more optimistic financial report than in the previous year (see below). As was recognised no single issue was responsible for our declining funds and it has taken a considerable effort on a broad front to start to bring the situation under control. There is no doubt that still much has to be done to attract new business, reduce our overhead costs and reduce the risks of our meetings; over-optimistic predictions of participation in two meetings this year resulted in financial losses of about £13,500 and highlight the need for careful planning in the development of our meetings programme and business plans. The success of our publications and the dedication of our Office staff and Convenors and their Specialist Groups give cause for some optimism that we could reach a balanced budget on our activities within the next 4 years. This would be a great achievement but essential for the long-term sustainability of the Association.

I would like to conclude my final review as President on a personal note by acknowledging the great support that I have received from Council and the Office; their dedication to the Association continues to impress and serves the membership well. We have a relatively young Council that includes scientists from a range of disciplines who are enthusiastic and continue to organise an exciting programme of meetings. I believe that we still have some way to go in bringing specialists together in contributing to multidisciplinary meetings that address some of the big scientific issues of the day but we are evolving in the right direction. If I have one regret, it is that the situation has demanded that I concentrate more on the business of the Association rather than its scientific activities. However, the publications and meetings, which are the scientific outputs of the Association, are rightly in the hands of practising scientists whose careers will benefit most from their success. As I am sure most Presidents have found the two-year period of office is a very short time to have an impact but it is an appropriate length of time to ensure the health of the Association, and possibly its out-going President! I will continue to remain an enthusiastic ambassador for the Association's activities and wish you all much future success.

*Professor Brian Kerry (President 2005-2006)*

## Membership

A total of 68 new members of the Association were elected by Council during the year. The total of fully paid-up members and Honorary members on 31<sup>st</sup> December 2005 was 818; this represented a decrease in numbers of 55 from the year before. The number of Honorary members at the end of the year was 14, 15 being the maximum permissible under the Laws.

## Publications

Throughout 2005 the strategy of the Association with regard to its publications has continued to be put in place. The objective remains the publication of high quality original research and review papers of world class on all aspects of applied research on crop production, crop protection and the cropping ecosystem. This objective has to be achieved by making every effort to use the new and rapidly evolving communication technologies in an ever more competitive market place.

### ***Annals of Applied Biology* (<http://www.aab.org.uk>)**

The current board of Senior Editors comprises Dr Margaret Boulton (JIC, Norwich), Professor Peter J. Lea (Lancaster University), Dr Simon Leather (Imperial College), Dr Jim McNicol (BioSS, SCRI) and Dr Anne Osbourn (JIC Norwich) and is chaired by Professor Martin Parry (Rothamsted Research). The senior editors are supported by the Editorial Board which comprises over 50 International Scientists. It is through the hard work and diligence of the Editors and Senior Editors that *Annals of Applied Biology* has become so successful.

From January 2005 publication of the journal transferred to Blackwell Publishing Ltd. *Annals of Applied Biology* is available as hard copy, published bimonthly. In 2005 eighty one papers were published in the two volumes (146 & 147) and the year included an extra issue with 11 manuscripts from the 2004 Centenary Conference. Articles in the journal are also accessible through the Blackwell Synergy website, (<http://www.blackwell-synergy.com/loi/AAB>) which includes papers published Online Early.

The importance and value of recent changes are starting to become apparent:

- The ISI Journal Citation Reports, Impact Factor for *Annals of Applied Biology* has risen steadily to 1.06 in 2005, ranking the journal 3<sup>rd</sup> out of 31 in the list of Multidisciplinary Agriculture journals. An Immediacy Index of 0.35 and a cited half life of over ten years again ranks the journal as 3<sup>rd</sup> out of 31 in the list of Multidisciplinary Agriculture journals
- A record number of 225 manuscripts were submitted to the journal in 2005; current estimates indicate that this number will increase by at least a further 20% in 2006
- During 2005, the total number of downloads of articles was more than five times that in 2004
- There were over 600 downloads of the most popular article
- The number of sites with access to the *Annals of Applied Biology* increased by over 500%
- During 2005 *Annals of Applied Biology* was actively marketed at 12 international conferences

Council and The Editorial Board have worked hard to increase the profile and impact factor of *Annals of Applied Biology* and will continue to be pro-active ensuring strategies to further increase the journals impact are in place. The AAB is greatly indebted to the individual scientists for their help and support.

## ASSOCIATION OF APPLIED BIOLOGISTS

### ***Plant Biotechnology Journal* (<http://www.plantbiotechjournal.com>)**

This journal is published in association with the Society for Experimental Biology and Blackwell Publishing Ltd. *Plant Biotechnology Journal* is available as hard copy, published bimonthly. In 2005 fifty one papers were published in the volume (Number 3) containing six issues. Articles in the journal are also accessible through the Blackwell *Synergy* website, (<http://www.blackwell-synergy.com/loi/pbi>) which includes papers published Online Early.

The current board of Editors is chaired by Professor Keith J. Edwards (University of Bristol). The editors are supported by the Advisory Board which comprises 20 International Scientists. It is through the hard work and diligence of the Editors and Advisors that *Plant Biotechnology Journal* has become successful.

Although still a very young journal the *Plant Biotechnology Journal* is already established:

- The ISI Journal Citation Reports, Impact Factor for *Plant Biotechnology Journal* was 4.26 in 2005 and is predicted to increase further next year
- The number of sites with access to the journal increased by over 50%
- During 2005, the total number of downloads of articles increased by more than 30%.
- There were over 1,700 downloads of the most popular article
- During 2005 *Plant Biotechnology Journal* was actively marketed at 11 international conferences

### ***Tests of Agrochemicals & Cultivars (TAC)***

Volume 26, edited by Dr Alwyn Thompson, contained more papers than in previous years (17 compared to 10 in 2004 and 13 in 2003). This will be the final volume of TAC following a decision taken by the AAB Council to cease its production.

### ***Aspects of Applied Biology***

The following four volumes of *Aspects of Applied Biology* were published to accompany scientific conferences held during the year (see below):

- Aspects 73: Roots and the Soil Environment
- Aspects 74: GM Crops – Ecological Dimensions
- Aspects 75: Pathways out of Poverty
- Aspects 76: Production and Protection of Sugar Beet and Potatoes

### ***Descriptions of Plant Viruses***

Published as a CD Rom and in web version, this is an invaluable information source for all those involved with the identification of plant viruses as well as students, teachers and researchers. It is unique in the breadth of the information that it covers.

The Association is still seeking sponsorship for the cost of hosting the site and the future updating of *DPV*.

### ***Molecular Biology Notebook***

Following some very successful direct marketing to schools in the UK, sales were significantly higher than last year totalling 53 single user copies (7 in 2004) and 12 network copies (2 in 2004).

### ***Newsletter***

Three issues (56, 57 and 58) were published during the year and thanks go to all those who contributed articles. The newsletter includes update reports from Council, conference reviews, book reviews, lists of new members, together with their interests, and other reports of scientific interest.

The Newsletter was changed to an email version during the year and is now mainly distributed to Members via email and the website.

## Scientific Conferences

Ten scientific conferences and one workshop were held in 2005, including 5 residential ones lasting two or more days. The AAB offers a professional conference support service to third parties and two of these conferences were non-AAB conferences. A total of 609 delegates attended the conferences, 39 more than in 2004 when there were five conferences. The AGM was also held at Holmewood Hall, Peterborough. Details of the full scientific conference programme for 2005 are given below:

### AAB Conferences:

11 May	Spray waste management
13 July	Advances in potato cyst nematode management
28-29 September	Bio-pesticide application workshop
28-29 September	Insecticide-free pest management?
4 October	Implications of CAP reform policy and scientific funding
13 December	Advances in nematology
15 December	Postgraduate 2005
14-15 December	Production and protection of potatoes and sugar beet
14-16 December	GM crops: 10 years on

### Non-AAB Conferences administered by the AAB:

22-23 September	Pathways out of Poverty
18-20 December	Oxygen Metabolism, ROS and redox signalling in plants

All conferences in the 2005 programme were held in the UK.

The success of the scientific conference programme was in very large part a result of hard work and enthusiasm on the part of members of the Specialist Group Committees and the AAB Office staff, and the Trustees are especially grateful for their contributions.

The conference programme was also supported substantially by very generous donations and sponsorship.

## Donations and Sponsorship

The Trustees would like to extend their grateful thanks to the following organisations that provided donations or sponsorship for the Association's conferences during the year:-

Bayer Crop Science  
Blackwell Publishing Ltd  
British Society for Plant Pathology  
Germain's Technology Group  
University of Nottingham

## ASSOCIATION OF APPLIED BIOLOGISTS

### **Web Site ([www.aab.org.uk](http://www.aab.org.uk))**

The AAB Web Site is becoming a more important source of information following the move away from printed material to email communications linking to the website. Members are now mainly notified of conferences and sent the Newsletter, Members Handbook and Annual Report by email.

### **Affiliations to other Societies**

Affiliation was maintained with the Institute of Biology; Mr M van den Driessche agreed to become the AAB representative at meetings of the Affiliated Societies Forum and Professor Graham Jellis represented the AAB on the Agricultural Sciences and Land Use Committee. Affiliations were also maintained with the International Society for Plant Pathology (rep. Mr P Jones), the UK National Committee for Microbiology (rep. Dr R Kennedy), BCPC (Corporate member; rep. Dr K G Davies), Women in Biology Forum (rep. Mrs S H Hockland), the Foundation for Science and Technology and the Association of Learned & Professional Society Publishers. The Association has a Memorandum of Understanding with the European Society for Agronomy.

## **FINANCIAL REPORT 2005**

### ***Income & Expenditure***

With the Association's Centenary celebrations over and accounted for, the Trustees have concentrated on putting its finances on a firmer footing by looking for both cost savings and sources of extra revenue from more business. In both areas there have been successes but these are concealed in the published accounts by other factors. Most notable of these is the effect of joining with Blackwell Publishing in producing *Annals of Applied Biology*. Additionally, the success of *Plant Biotechnology Journal*, published jointly with the SEB and Blackwell Publishing, has much reduced the investment needed, from £16,000 in 2004 to £11,000 in 2005. And, most notably, the net gain in the value of the Association's investment portfolio was about £42,000, compared with a £23,000 increase during 2004. This increase meant that, although £50,000 was withdrawn from the portfolio during the year, its market value fell only £14,000.

In the face of a still declining membership and a reduced portfolio, income from fees and investments were more or less maintained. The net income from publications, once the mainstay of the Association's finances, fell by £10,000 to £18,000. This includes £5,000 of contract editorial work, part of the new business the Association has set out to obtain. Donations and sponsorship revenue for scientific conferences and meetings, no longer with the attraction of a centenary, were well maintained at £17,000. New business has also been obtained in the form of conference management and this contributes to the overhead of maintaining the AAB Office. Sadly, registration fee income for a pair of the Association's own meetings was much below expectation and left an otherwise good year with a £13,000 deficit on the Conferences account.

Management and Administration costs have been reduced to £103,000 from £131,000 in 2004. There were several contributory factors; a reduction of staff from five to four, following the Editorial Administrator's departure at the end of May, made possible by the reallocation of responsibilities within the Office; the replacement of printing and postage by email communication wherever possible; greater economy in organising Trustees' meetings. Great credit is due to the Association's staff in making these savings.

## ASSOCIATION OF APPLIED BIOLOGISTS

### ***Balance sheet***

The Association's assets have declined by £18,000. The value of cash and investments has recovered in the year from £592,000 to £641,000 (8%), owing to a large increase in cash, much from the £40,000 increase in fees and sales in advance. The latter, together with the other creditors (increased by 10%) leave the net current assets little changed at £25,000. As noted last year, funds may be drawn from the portfolio of quoted investments as required and without undue delay to bolster the Association's working capital.

### ***2006***

The mid-year forecast for 2006 promises a significantly smaller operating deficit. Publications, now largely in the hands of Blackwell Publishing, are expected to generate significantly more than in 2005 and better control of the conference and meeting budgets should avoid the large loss incurred in the previous year. Against this is an increase of about 12% in management and administration costs because the Office will have a full complement of staff throughout the year.

### ***Forecast of Expenditure for 2007***

The Trustees are committed in 2007 to review the strategies in place for achieving a sustainable financial situation. In particular, the effectiveness of taking on additional business and of improving operational efficiencies in reducing overhead costs will be considered. On the outcome will rest the range of activities managed by the Association and the future staffing levels required in its Office.

### ***Proposed Membership Fees for 2007***

The trustees' goal of raising a third of the general administrative costs from membership fees remains in place. The Council proposes rises for 2007 of £3, to £48, for the Ordinary membership and of £1.50, to £24, for the two concessionary classes of Student and Retired membership, which remain at 50% of the Ordinary fee. The discounts of £3 for Ordinary and £1.50 for Student and Retired members will be retained for those who pay by direct debit and, providing the subscription is received before the start of the year to which it applies, for those who pay by cash, cheque or credit or debit card.

### ***Proposed members' subscription rates for 'Annals' for 2007***

The Council proposes that the members' subscription for 2007 will be unchanged from 2006 at £66 for the printed version of, £58.75 (including VAT) for the online only version and £87.15 (including VAT) for the combined print and online subscription.

### ***Statement of Trustees' Responsibilities***

Charity law requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements, the Trustees are required:

- to select suitable accounting policies and then apply them consistently;
- to make judgements and estimates that are reasonable and prudent; and
- to prepare financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue its activities.

The Trustees 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 requirements of the 'Accounting by Charities - Statement of Recommended Practice' ('Charities SORP')

## ASSOCIATION OF APPLIED BIOLOGISTS

### ***Risk Management***

The trustees regularly review major operational and business risks to the charity and take such steps as are needed to mitigate them. The trustees believe that the current reserves are adequate in the light of those risks.

### ***Reserves Policy***

It is the policy of the charity to maintain, throughout the year, reserves enough to cover a year's total management, administration and support costs.

### ***Investment Policy and Performance***

There are no restrictions on the Association's power to invest. Its investment portfolio is managed by Private Banking Lloyds TSB, whose performance the trustees review. It is the Association's policy to avoid high risk investments.

As noted above, the portfolio performed well during the year, increasing in value by £42,000, a reflection of the recovery in the stock market

Authorised Charity Trustees

Prof. B R Kerry  
President

Dr A J Keys  
General Secretary

Mr M van den Driessche  
General Treasurer

Date:.....

**ASSOCIATION OF APPLIED BIOLOGISTS**

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2005.**

	<u>NOTES</u>	<u>GENERAL FUND</u> £	<u>DESIGNATED FUND</u> £	<u>2005 TOTAL FUNDS</u> £	<u>2004 TOTAL FUNDS</u> £
<b>INCOMING RESOURCES FROM GENERATED FUNDS</b>					
<u>Voluntary Income</u>					
Donations and Sponsorships		-	-	-	7,974
<u>Activities for Generating Funds</u>					
Investment Income.		23,539	560	24,099	24,466
<u>Incoming Resources from Charitable Activities</u>	<b>2</b>	165,428	-	165,428	275,526
		-----	-----	-----	-----
<b>TOTAL INCOMING RESOURCES</b>		188,967	560	189,527	307,966
		-----	-----	-----	-----
<b>RESOURCES EXPENDED</b>					
Charitable Activities	<b>3</b>	146,967	-	146,967	255,929
Governance Costs	<b>4</b>	102,219	560	102,779	131,079
		-----	-----	-----	-----
<b>TOTAL RESOURCES EXPENDED</b>		249,186	560	249,746	387,558
		-----	-----	-----	-----
<b>NET (OUTGOING)/INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS</b>		(60,219)	-	(60,219)	(79,592)
		-----	-----	-----	-----
<b>OTHER RECOGNISED GAINS AND LOSSES</b>					
(Losses)/Gains on Investments.	<b>9</b>	42,368	-	42,368	22,884
		-----	-----	-----	-----
<b>NET MOVEMENTS IN FUNDS.</b>		(17,851)	-	(17,851)	(56,708)
		-----	-----	-----	-----
Total Funds brought forward		485,636	22,568	508,204	564,912
		-----	-----	-----	-----
Total Funds carried forward		£467,785	£22,568	£490,353	£508,204
		=====	=====	=====	=====

**THERE WERE NO OTHER RECOGNISED GAINS OR LOSSES IN THE FINANCIAL YEAR.**

**THE NOTES IN APPENDIX 1 ARE INTEGRAL TO THESE FINANCIAL STATEMENTS.**

**ASSOCIATION OF APPLIED BIOLOGISTS**

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**BALANCE SHEET AS AT 31<sup>st</sup> DECEMBER 2005.**

	<u>NOTES</u>	£	<u>2005</u>	£	£	<u>2004</u>	£
<b>FIXED ASSETS</b>							
Tangible Assets	<b>8</b>			9,054		13,840	
<b>INVESTMENTS</b>	<b>9</b>			456,567		470,511	
				-----		-----	
				465,621		484,351	
<b>CURRENT ASSETS</b>							
Debtors.	<b>10</b>	16,712			28,983		
Cash at Bank and in Hand		184,552			120,983		
				-----		-----	
				201,264		149,966	
<b>CREDITORS:</b> amounts due within one year	<b>11</b>	176,532			126,113		
				-----		-----	
<b>NET CURRENT ASSETS.</b>				24,732		23,853	
				-----		-----	
<b>NET ASSETS</b>				£490,353		£508,204	
				=====		=====	
<b>UNRESTRICTED FUNDS</b>							
Unrestricted.				467,785		485,636	
Designated.	<b>12</b>			22,568		22,568	
				-----		-----	
				£490,353		£508,204	
				=====		=====	

The Financial Statements were approved by the Association's Council on at a meeting on 21<sup>st</sup> June 2006 and signed on its behalf by:

.....  
 Dr B. Kerry  
*President.*

.....  
 Dr A. Keys  
*General Secretary*

.....  
 M. van den Driessche.  
*Treasurer.*

**ASSOCIATION OF APPLIED BIOLOGISTS**  
**ELECTION TO SPECIALIST GROUP COMMITTEES FOR 2007**

Nominations are sought for vacancies on each of the AAB's nine Specialist Group Committees. The present composition of each Group Committee can be seen overleaf. The nominations, duly seconded and accompanied by the consent of the nominees, should be sent to the Executive Officer, Carol Millman at the AAB Office to arrive *not later than 14<sup>th</sup> November 2006*

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**ASSOCIATION OF APPLIED BIOLOGISTS**  
(This form may be photocopied)

We wish to nominate Mr/Mrs/Miss/Ms/Dr/Professor\*.....  
of .....  
for the committee of ..... Group

Proposed by

Seconded by

Signed.....

Signed .....

Address.....

Address.....

.....

.....

.....

.....

.....

.....

\* Delete as applicable

---

**Consent to Nomination**

I agree to nomination for the committee of ..... Group

Signed .....

Address .....

.....

Date .....

**SPECIALIST GROUP COMMITTEES FOR 2007**

**Applied Mycology and Bacteriology:**

**K Thomas (Convenor) (2008)**

R J Bryson (2006)

S Cummings (2007)

B Fraaije (2007)

P Jennings (2006)

R Kennedy (2008)

D Kenyon (2007)

J West (2007)

**Entomology:**

**W E Parker (Convenor) (2006)**

C Abivardi (2007)

R Binks (2006)

K A Evans (2007)

P Michaelides (2007)

**Biological Control:**

**J Holland (Convenor) (2007)**

D Chandler (2007)

R Greatrex (2007)

R Gwynn (2008)

D Hargreaves (2008)

R Jacobson (2007)

R Shaw (2006)

J Whipps (2007)

D J Wright (2007)

**Nematology:**

**R L Gwynn (Convenor) (2008)**

L M Castelli (2006)

P P J Haydock (2008)

C Griffin (2008)

M Moens (2006)

B Pembroke (2006)

R N Perry (2006)

A Reid (2006)

M J Wilson (2006)

**Cropping and the Environment**

(previously Weeds and Agronomy):

**E Stockdale (Convenor) (2008)**

M Bush (2007)

D H K Davies (2007)

E G Gray (2008)

S Ogilvy (2006)

D L Sparkes (2007)

P Taylor (2007)

D Turley (2006)

N Boatman (2008)

**Pesticide Application:**

**C R Glass (Convenor) (2008)**

E S Alexander (2006)

S E Cooper (2006)

J V Cross (2007)

A Patey (2007)

T H Robinson (2008)

D Stock (2006)

E W Thornhill (2006)

J van de Zande (2007)

P E Walklate (2006)

**Continued....**

## ASSOCIATION OF APPLIED BIOLOGISTS

### **Plant Physiology and Crop Improvement:**

**N Halford (Convenor) (2009)**

M Andrews (2008)

M Chaterjee (2008)

M F B Dale (2007)

J Foulkes (2006)

L Skøt (2006)

R Weightman (2008)

### **Post-Harvest Biology:**

**L A Terry (Convenor) (2006)**

R Bancroft (2006)

R Colgan (2007)

E Moorhouse (2006)

S Pearson (2006)

D Rees (2006)

A Snowdon (2006)

### **Virology:**

**M Stevens (Convenor) (2006)**

J P Carr (2006)

L Kenyon (2007)

O Le Gall (2008)

G Lomonsoff (2008)

S A MacFarlane (2006)

N Spence (2006)

R A A van der Vlugt (2008)

J Walsh (2007)

ASSOCIATION OF APPLIED BIOLOGISTS  
**Appendix to the AAB Annual Report 2005**

1 Notes to the Financial Statements and Auditors Report (available to all)

2 New Members of the Association for 2006 (available to Members only)

All of the above reports are available on the AAB website ([www.aab.org.uk](http://www.aab.org.uk)) or from the AAB office.

**ASSOCIATION OF APPLIED BIOLOGISTS**  
**APPENDIX 1 TO THE AAB ANNUAL REPORT 2005**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2005.**

**1. ACCOUNTING POLICIES.**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**(a) Basis of Accounting**

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 1985 and the Statement of Recommended Practice : Accounting and Reporting by Charities issued in March 2005.

**(b) Fund Accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are restricted funds earmarked by the trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**(c) Incoming Resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable.
- Incoming resources from charitable activity are accounted for in the year to which the activity relates.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**(d) Resources Expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

**(e) Fixed Assets**

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 4 years.

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

**ASSOCIATION OF APPLIED BIOLOGISTS**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2005.**

**2. INCOMING RESOURCES FROM ACTIVITIES TO FURTHER THE CHARITY'S OBJECTS**

	<u>Unrestricted</u>	<u>2005</u> <u>Total</u>	<u>2004</u> <u>Total</u>
	£	£	£
Membership Fees	26,654	26,654	27,912
Publications	41,545	41,545	124,463
Conferences	97,204	97,204	122,838
Sundry Income	25	25	313
	-----	-----	-----
	£165,428	£165,428	£275,526
	=====	=====	=====

**3. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES**

	<u>Unrestricted</u>	<u>2005</u> <u>Total</u>	<u>2004</u> <u>Total</u>
	£	£	£
Publications	23,689	23,689	95,717
Investment in New Journal	11,279	11,279	16,141
Conferences	110,652	110,652	134,278
Grants and Donations	625	625	876
Promotional Expenditure	722	722	9,467
	-----	-----	-----
	£146,967	£146,967	£255,929
	=====	=====	=====

**4. GOVERNANCE**

	<u>2005</u> <u>£</u>	<u>2004</u> <u>£</u>
Staff Costs	51,338	59,467
Establishment Costs	9,869	11,527
Communication Costs	12,764	22,730
Management Expenses	12,999	16,450
Legal and Professional Expenses	8,725	8,768
Miscellaneous Expenses	4,120	4,380
Depreciation	6,385	7,757
Recovery of Overheads	(3,421)	-
	-----	-----
	£102,779	£131,079
	=====	=====

**5. NET INCOMING RESOURCES FOR THE YEAR**

	<u>2005</u> <u>£</u>	<u>2004</u> <u>£</u>
This is stated after charging:-		
Depreciation of Tangible Fixed Assets - for use by the charity	£6,385	£7,757
	-----	-----
Insurance to indemnify the Trustees or other officers against The consequences of any neglect or default on their part	£864	£1,287
	-----	-----
Auditors Remuneration	£3,300	£3,300
	=====	=====

**ASSOCIATION OF APPLIED BIOLOGISTS**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2005.**

**6. STAFF COSTS**

	<u>2005</u>	<u>2004</u>
	£	£
Salaries	101,062	101,552
Pensions	5,832	6,064
	<hr/>	<hr/>
Total	£106,895	£107,616
	<hr/>	<hr/>
The average weekly number of staff employed during the year was, as full time equivalents:	<u>3.9</u>	<u>4.5</u>

No employee received emoluments of more than £60,000.

**7. TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS**

Payments are made to certain Trustees for editorial work undertaken on behalf of the Association. The total paid to Trustees during 2005 totalled £1,200.

No other remuneration or other benefit has been paid, directly or indirectly, to any of the Charity's Trustees. All seventeen of the Charity's Trustees have been reimbursed for travelling and subsistence expenses actually and necessarily incurred on the business of the Charity.

No Trustee or other person related to the Charity had any personal interest in any contract or transaction entered into by the Charity during the year (2004 Nil).

**8. FIXED ASSETS**

	COST	DEPRECIATION	NET
	£	£	£
Office Fixtures and Equipment			
Balances at 1 <sup>st</sup> January 2005	110,097	96,257	£13,840
			<hr/>
Disposals during Year	-		
Additions during Year	1,599		
Depreciation Charge for 2005		6,385	
	<hr/>	<hr/>	<hr/>
<b>Balances at 31<sup>st</sup> December 2005</b>	<b>£111,696</b>	<b>£102,642</b>	<b>£9,054</b>
	<hr/>	<hr/>	<hr/>

**9. LISTED INVESTMENTS**

	<u>2005</u>	<u>2004</u>
	£	£
Market Value at 1 <sup>st</sup> January 2005	470,511	445,914
Acquisitions	32,603	172,001
Sale Proceeds from Disposals	(88,915)	(170,288)
Gain in the Year	42,368	22,884
	<hr/>	<hr/>
Market Value at 31 <sup>st</sup> December 2005	£456,567	£470,511
	<hr/>	<hr/>

**INVESTMENTS AT MARKET VALUE COMPRISES**

Invested in the UK	£456,567	£470,511
	<hr/>	<hr/>

Investments are valued by Lloyds TSB Private Banking Ltd.

<b>HISTORICAL COST AT 31<sup>st</sup> DECEMBER 2005</b>	<b>£343,821</b>	<b>£381,752</b>
	<hr/>	<hr/>

**ASSOCIATION OF APPLIED BIOLOGISTS**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2005.**

	<u>2005</u>	<u>2004</u>
	£	£
<b>10. DEBTORS</b>		
Sundry Debtors	10,120	17,543
H. M. Revenue & Customs – Taxation Recoverable	-	210
Prepayments	6,592	8,878
H. M. Revenue & Customs – VAT	-	2,352
	£16,712	£28,983
	£16,712	£28,983
<b>11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
Publication Costs	18,930	21,551
Meeting Costs	11,752	5,066
Sundry Creditors	57,171	53,402
H. M. Revenue & Customs – PAYE & NIC	2,367	2,800
H. M. Revenue & Customs – VAT	4,297	-
Accrued Charges	16,695	17,975
	£111,213	£100,794
	£111,213	£100,794
<b>PREPAID SALES AND SUBSCRIPTIONS FOR 2006</b>		
Membership Fees for 2006	20,385	19,559
Subscriptions of Annals of Applied Biology & TAC:-		
Members	6,524	5,760
Institutions etc	252	-
Attendance Fees and Donations for Scientific Meetings	38,158	-
	£65,319	£126,113
	£65,319	£126,113
	£176,532	£126,113

# ASSOCIATION OF APPLIED BIOLOGISTS

## NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2005.

### 12. DESIGNATED FUNDS FOR TRAVEL GRANTS

Cash funds previously set aside to generate income for travel grants have been partly utilised during the year, therefore the interest generated has been reduced.

Partly as a result of this, the Trustees took a decision to allocate an appropriate amount to travel grants each year in the future.

Travel Funds for:	<u>Visiting Overseas Lecturers</u> £	<u>Graduate Research Students</u> £	<u>2005 Total</u> £	<u>2004 Total</u> £
Balances at the start of the Year	6,084	16,484	22,568	19,396
Prior Year Adjustments	-	-	-	(27)
Income to the Funds in the Year	-	560	560	3,668
	-----	-----	-----	-----
Total available for Grants	6,084	17,044	23,128	23,037
<u>Less</u> Grants Committed in the Year	-	560	560	464
Bank Charges Provided	-	-	-	5
	-----	-----	-----	-----
Balances at the end of the Year	£6,084	£16,484	£22,568	£22,568
	=====	=====	=====	=====
Grants Outstanding 31 <sup>st</sup> December 2005	£-	£-	£	£-
	=====	=====	=====	=====

**ASSOCIATION OF APPLIED BIOLOGISTS**

**“PUBLICATIONS”**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2005**

	<b>2005</b>		<b>2004</b>	
	£	£	£	£
<b>INCOME:</b>				
Annals Shares of Surplus from Blackwells	27,970		-	
Annals & 'TAC' – Subscribers	-		108,724	
Annals & 'TAC' – Members	1,457		8,685	
'TAC' – Members (2005)	1,100		-	
'TAC' – Subscribers (2005)	604		-	
Parts and Back Volumes Annals	528		654	
Aspects	2,648		3,701	
'DPV' CD Roms (Net of Proceeds to Third Parties)	(1,185)		556	
MB Notebooks (Net of Proceeds to Third Parties)	1,764		488	
Royalty Income	1,229		1,497	
Contracted Editorial Work	5,117			
Sundry Income	31		15	
	<hr/>		<hr/>	
<b>TOTAL INCOME</b>		41,545		124,463
 <b>EXPENDITURE:</b>				
Publishing Costs:				
Annals	999		17,230	
'TAC'	560		845	
Aspects	1,705		1,531	
Electronic Publishing:				
Ingenta	(1,196)		5,517	
DPV and MBN	220		-	
Mailing Costs:				
Annals	-		7,771	
'TAC'	154		652	
Aspects	324		344	
'DPVs' and CD Rom's	-		8	
MB Notebooks	117		12	
Staff Costs:				
Salaries, National Insurance and Pensions	40,620		51,776	
Travel, Subsistence and Sundry Expenses	77		176	
Board of Editors:				
Travel, Subsistence and Sundry Expenses	1,271		4,367	
Office Costs:				
Postage and Carriage	137		1,580	
Miscellaneous	1,706		631	
Promotion Expenditure	105		59	
Publishers Indemnity Insurance	2,844		3,218	
	<hr/>		<hr/>	
<b>TOTAL EXPENDITURE</b>		(49,642)		(95,717)
 Recovery from Blackwells Publishing		25,933		-
		<hr/>		<hr/>
<b>SURPLUS FOR THE YEAR</b>		£17,856		£28,746
		<hr/> <hr/>		<hr/> <hr/>

# ASSOCIATION OF APPLIED BIOLOGISTS

## CONFERENCES

### INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2005

	£	<u>2005</u>	£	£	<u>2004</u>	£
<b>INCOME:</b>						
Registration Fees (includes Training Workshop)	79,933			96,523		
Donations and Sponsorship	16,971			26,315		
Other Sales	300			-		
<b>TOTAL INCOME</b>			97,204			122,838
<b>EXPENDITURE:</b>						
Venue Charges	20,337			12,182		
Delegates' Residential and Catering Charges	43,714			57,770		
Total Facilities Costs	64,051			69,952		
Printing and Stationery	4,227			14,056		
Speakers' and Organisers' Expenses	15,636			13,390		
Grants for Meeting Attendance	1,634			16,787		
Planning Groups' Expenses	1,205			1,365		
Staff Costs:						
Salaries, etc	16,656			10,057		
Travelling, etc	1,508			2,638		
Office Costs:						
Postage, etc	559			2,351		
Telephone, etc	188			71		
Service and Maintenance Contracts	1,319			1,866		
Miscellaneous Expenses	971			1,745		
Bad Debt Written Off	2,700			-		
<b>TOTAL EXPENDITURE</b>			(110,652)			(134,278)
<b>DEFICIT FOR THE YEAR</b>			£(13,447)			£(11,440)

**ASSOCIATION OF APPLIED BIOLOGISTS**

**MANAGEMENT & ADMINISTRATION COSTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2005.**

	<u>2005</u>		<u>2004</u>	
	£	£	£	£
Staff Costs:				
Salaries, National Insurance and Pensions	49,619		55,840	
Training	1,415		2,218	
Travel and Sundry Expenses	234		433	
Recruitment	-		480	
Payroll Services	70		358	
Temporary Staff	-		138	
	-----	51,338	-----	59,467
Establishment Costs:				
Rent	6,485		7,697	
Insurance	968		974	
Service and Maintenance Contracts	2,416		2,856	
	-----	9,869	-----	11,527
Communications Costs:				
Postage and Carriage	3,204		8,925	
Printing and Stationery	4,088		3,915	
AAB Newsletter	840		5,739	
Telephone and Fax	777		313	
Internet Services	3,854		3,838	
	-----	12,764	-----	22,730
Management Expenses:				
Council and Executive Meetings	4,895		8,477	
Specialist Group Meetings	6,830		5,469	
Annual General Meeting	411		1,217	
Trustees' Indemnity Insurance	864		1,287	
	-----	12,999	-----	16,450
Legal and Professional Expenses:				
Legal Fees, Tax Advice, etc	750		1,120	
Audit and Accountancy	3,300		3,300	
Investment Management	4,675		4,348	
	-----	8,725	-----	8,768
Miscellaneous Expenses:				
Subscriptions	1,080		1,544	
Financial Charges	2,986		2,412	
Sundry Expenses	54		424	
	-----	4,120	-----	4,380
Depreciation:				
Office Equipment	6,385		7,757	
	-----	6,385	-----	7,757
Recovery of Overhead		(3,421)		-
		-----		-----
<b>Total Expenditure for the Year</b>		<b>£102,779</b>		<b>£131,079</b>
		=====		=====

ASSOCIATION OF APPLIED BIOLOGISTS  
**REPORT OF THE INDEPENDENT AUDITORS**

**TO THE TRUSTEES OF THE ASSOCIATION OF APPLIED  
BIOLOGISTS**

We have audited the financial statements of The Association of Applied Biologists for the year ended 31<sup>st</sup> December 2005 on pages 20 to 21 which have been prepared under the historical cost convention and the accounting policies set out on page 26.

This report is made solely to the charity's trustees, as a body, in accordance with the Charities Act 1993. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

***Respective responsibilities of Trustees and Auditors***

As described on page 3, the Trustees are responsible for the preparation of financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland)

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We have been appointed as Auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the financial statements, if the Charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees' remuneration and transactions with the Charity is not disclosed.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. 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 by the Trustees 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 and performed 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.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of affairs of the Charity as at 31<sup>st</sup> December 2005 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Charities Act 1993.

**George Nott House,  
119 Holloway Head,  
Birmingham, B1 1QP.**

**CLERE'S LIMITED,  
CHARTERED CERTIFIED ACCOUNTANTS,  
REGISTERED AUDITORS.  
2006**