

**ASSOCIATION OF APPLIED BIOLOGISTS.
(Registered Charity No. 275655).**

CHARITY INFORMATION

The Council of Members (Trustees)

President:	Prof. M J Jeger
Presidents Elect:	Prof. T J Hocking
General Secretary:	Dr E A Stockdale
General Treasurer:	Dr J D Knight
Chairman of the Editorial Boards:	Prof. M A J Parry
Programme Secretary:	Dr G Russell
Meetings Treasurer:	Mr C R Glass
Membership Officer:	Dr C Kelly
Convenors of Specialist Groups:	
Applied Mycology & Bacteriology:	Dr K Thomas/Dr S Cummings
Biological Control	Dr R Jacobson
Cropping and the Environment	Mr D Turley
Nematology:	Dr J Pickup
Pesticide Application:	Mr S Cooper
Plant Physiology & Crop Improvement:	Prof. N G Halford
Virology:	Dr S MacFarlane
Food Systems:	Dr W Martindale

Executive Officer: Mrs C A Millman

Registered Office: AAB Office, Warwick Enterprise Park, Wellesbourne, Warwick
CV35 9EF, UK
Tel: +4(0)1789 472020; Fax: +44 (0)1789 470234
E-mail: carol@aab.org.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.
(Registered Charity No. 275655).**

ANNUAL REPORT OF THE TRUSTEES FOR 2009

The Trustees present their report for the year ended 31st December 2009.

Structure, Governance and Management

The trust is an unincorporated trust, constituted under Laws of Association revised December 1977 and is a registered charity, number 275655.

The business of the Association is conducted by a Council of Members.

Council shall consist of the Honorary Officers; President, President elect, General Secretary, General Treasurer, Chairman of the Editorial Boards, Membership Officer, Programme Secretary and Meetings Treasurer together with convenors of the A.A.B. Specialist Groups.

The Officers of Council for 2009

President:	Dr P Lea
Presidents Elect:	Prof. M J Jeger
General Secretary:	Dr A J Keys
General Treasurer:	Dr J D Knight
Chairman of the Editorial Boards:	Prof. M A J Parry
Membership Officer:	Dr C Kelly
Programme Secretary:	Dr G Russell
Meetings Treasurer:	Mr C R Glass
Convenors of Specialist Groups:	
Applied Mycology & Bacteriology:	Dr K Thomas
Biological Control	Dr J Holland/Dr R Jacobson
Cropping and the Environment	Dr E A Stockdale
Nematology:	Dr J Pickup
Pesticide Application:	Mr S Cooper
Plant Physiology & Crop Improvement:	Prof. N Halford
Virology:	Dr M Stevens
Food Systems:	Dr W Martindale

Executive Officer: Mrs C A Millman

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'.

Appointment of Trustees

All Trustees of the Association must be members of the Association of Applied Biologists.

Trustees of the Association of Applied Biologists include the Honorary Officers of Council (the President, the President-elect, who shall normally succeed the President, the General Treasurer, the Meetings Treasurer, the General Secretary, the Programme Secretary, the Membership Officer, the Publications Officer plus any other person designated as an Honorary Officer at the Annual General Meeting) together with the Convenors of the Association's Specialist Groups. The Convenors are notified to the Annual General Meeting. The other Honorary Officers are elected at an Annual General Meeting. In the case of an unfilled position, trustees may be co-opted to office but must be elected at the following Annual General Meeting.

The President of the Association of Applied Biologists will serve a maximum period of two years as President. The President-elect will serve a maximum period of two years as President-elect.

Convenors are elected by members of the Group (at the last meeting of the year preceding the year of office) and may serve for six consecutive years, subject to annual re-election (a term of office for Convenors is deemed to be three years).

Trustee Induction and Training

Potential Trustees of the Association of Applied Biology will be given copy of Association's Laws and copies of any other key documents relevant to the Charity or post.

The booklet 'Responsibilities of Charity Trustees' published by the Charity Commission gives a complete guide to the responsibilities of Charity Trustees and will be issued to all new Trustees who are expected to read it.

Trustees of the Association of Applied Biologists are expected to read the Laws of the Association of Applied Biologists, additional information provided by the Association and the booklet 'Responsibilities of Charity Trustees'.

A 'job description' of each Trustee post will be given to each new Trustee upon appointment. It is the responsibility of each post holder to review and update their particular job description by the end of October each year. Any changes are to be agreed by Council at its last full meeting of the year.

New trustees will be given an induction session with the Executive Officer and/or a serving Trustee of the Association.

Review of Achievements and Performance for the Year

Membership

A total of 134 new members of the Association were elected by Council during the year. The total of fully paid-up members and Honorary members on 31st December 2009 was 783 – 17 less than 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

Annals of Applied Biology

The Association is the owner of *Annals of Applied Biology* which is published by Wiley-Blackwell. In 2009, the total number of pages published was 928, comprising 86 papers, an increase of 100 pages from the previous year.

The number of papers submitted has remained stable. As a result we have been able to increase the quality of the manuscripts published by selecting only the most important papers with the broadest significance and most novel results. Turnaround time from submission to first decision has been decreasing consistently over the past few years with the average turnaround now being less than 30 days. The Board of Editors of *Annals of Applied Biology* is increasingly international. In 2009 the ISI-WoS Impact Factor for the journal was 1.734 (compared to 1.868 in 2008). The journal is currently ranked 4 out of 44 in the Agriculture, Multidisciplinary section, as listed in ISI-WoS. To improve our position as a leading Biological journal remains a major challenge for Professor Jari Valkonen, who took over the role of Editor-in-Chief from Professor Martin Parry at the beginning of the year. However, encouragingly, the visibility and profile of the journal continues to rise. Electronic access to the journal is available via the Wiley-Blackwell web site, where the number of downloads has increased from 45,000 in 2007 to over 400,000 highlighting the usage of the journal content. The most downloaded article during 2009 was 'Molecular Systematics and Population Genetics of biological invasions: towards a better understanding of invasive species management' by J Le Roux and A M Wicczorek. Sales and readership of *Annals* backfiles have continued to be popular, with 7,019 downloads from articles in the digitized backfile collection in 2009.

Plant Biotechnology Journal

The Association is the joint owner of the *Plant Biotechnology Journal* along with the Society for Experimental Biology and Wiley-Blackwell. The first issue of the journal was published in 2003 and since then the profile of the journal has risen steadily. In 2008 the journal was available in more than 1000 libraries and articles were downloaded more than 60,000 times highlighting the usage of the journal content.

Up until now, the Association has invested in the launch and development of the *Plant Biotechnology Journal*, but in the last 2 years, it made a small surplus, and thus a contribution to the income of the Association.

Professor Keith Edwards of the University of Bristol acts as the Editor-in-Chief for the journal and the administration of the editing is handled from his office in Bristol, independently of the Association. In 2009, the total number of pages published in *Plant Biotechnology Journal* during the year was 982, comprising 79 papers. The journal has a current impact factor of 4.732 (compared to 4.419 in 2009) and is ranked 11 out of 172 in Plant Sciences in ISI-WoS.

Aspects of Applied Biology

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

- Aspects 91: Crop Protection Southern Britain
- Aspects 92: The 2nd European Ramularia Workshop – a new disease and challenge in barley production
- Aspects 93: Integrated Agricultural Systems: Methodologies, Modelling and Measuring
- Aspects 94: Potatoes: Viruses and their vectors
- Aspects 95: Measuring and Marketing the Environmental Costs and Benefits of Agricultural Practice
- Aspects 98: Positive plant microbial interactions in relation to plant performance and ecosystem function

Two further volumes of *Aspects of Applied Biology* from 2009 scientific conferences were published in 2010 (see below)

- Aspects 96: Agriculture: Africa's engine for growth – plant science and biotechnology hold the key
- Aspects 97: Acrylamide: Influence of plant genetics, agronomy and food processing

Descriptions of Plant Viruses

Descriptions of Plant Viruses is published as a CD Rom and online. This is an invaluable information tool for all those involved with the identification of plant viruses, including students, teachers and researchers. It is unique in the breadth of the information that it covers.

Newsletter

Two issues (69 and 70) 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 similar interest. Staff shortages prevented the usual third issue.

Scientific Conferences

Ten scientific conferences, and three workshops were held in 2009. These included eight residential conferences lasting two or more days. Four conferences could be considered international in terms of their focus and delegates. Two conferences involved working with other societies. Although there was a focus on plant protection, all areas of the Association's remit were represented and conferences addressed novel areas of research as well as building on existing strengths. A total of 731 delegates attended the conferences compared to 791 in 2008 and 657 in 2007. However, the average number of paying delegates was 48 compared to 47 in 2008 and 46 in 2007 and forecasting of delegate numbers has improved. Details of the full scientific conference programme for 2009 are given below:

Title of Conference	Group	Date	No. delegates
Crop Protection in Southern Britain (Residential)	CATE	10-11 February	62
Application Efficacy vs Spray Drift Control – W/shop	Pest Appl	18 February	24
Crop Protection in Vineyards - Challenges for the UK - W/shop	Biocontrol	2 March	74
An International Conference - Advances in Plant Virology (Residential)	Virology	1-3 April	75
The 2 nd European Ramularia Workshop: A new Disease and Challenge in Barley Production (Residential)	AM&B	7-8 April	50
Pesticide Application in Sport, Leisure & Amenity Areas – W/shop	Pest Appl	19 May	25
Integrated agricultural modelling (Residential)	Other Soc.	2-4 June	76
Potatoes: Viruses and Their Vectors	Vir/Nem/PP&CI	16 September	63
Measuring and marketing the environmental costs and benefits of agricultural practice (Residential)	CATE	23-24 September	28
Agriculture: Africa's "engine for growth" (Residential)	PP&CI	10-12 October	97
Acrylamide: influence of plant genetics, agronomy and food processing (Residential)	PP&CI	11-12 November	47
Advances in Nematology	Nematology	15 December	64
Plant Microbial Interactions: Positive and Negative Interactions in Relation to Agricultural and Natural Ecosystem Function (Residential)	AM&B	15-16 December	46
		TOTAL	731

All conferences in the 2009 programme were held in the UK.

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

Donations and Sponsorship

The Trustees would like to extend their grateful thanks to the following organisations/individuals that provided financial donations or sponsorship totalling £30,192, together with further support during the year:

The Trustees would like to extend their grateful thanks to the following individuals and organisations that supported conferences during the year.

Agriculture Africa	Kirkhouse Trust
AHDB - HGCA	Monsanto Agriculture France SAS
Annals of Botany Company	PBL Technology Limited
Bayer CropScience Limited	Plant Bioscience Limited
BBSRC	Prof M A J Parry
British Council	Rural and Environment Research and Analysis Direct, Scottish Government
Dow AgroSciences Ltd	Society for Experimental Biology
HGCA	The University of Edinburgh
Journal of Experimental Botany	

In addition the Trustees would like to thank Members who donated a further £186 for the purpose of developing the work of the Association with students.

Website

The AAB Website is an important source of information for Members and others and provide the most up to date communications on conferences and available publications. We are planning an upgrade for the website during 2010.

Affiliations to other Societies

Affiliations were maintained with the Institute of Biology, the Foundation for Science and Technology and the Association of Learned and Professional Society Publishers. The Association has a Memorandum of Understanding with the European Society for Agronomy.

FINANCIAL REPORT 2009

Income & Expenditure

This year has again proved to be an interesting one with further turmoil in the financial market and the election of a new government with all the associated uncertainty that has to offer. The long term objective of the Association remains the same and that is to continue to move toward a neutral or slightly positive net movement in funds within a sustainable business plan to ensure its long term health. The results of this year are encouraging in that the operating surplus is again positive at £23,700 (before investment gains/losses) against a budget deficit of £24,500. This surplus is due in large part to the continued success of selling back issues and articles from the *Annals* providing a total income of £85,800 (up from £75,300 last year) and the continued better than forecast performance of the *Plant Biotechnology Journal* providing a small profit (£5,300) against a budgeted investment of £4,700.

Office costs continue to improve, being well controlled at £87,600 against a budget of £87,800. The meetings programme resulted in an overall surplus of approximately £8,500, down from £9,500 last year, against a budget of £14,500.

The investment portfolio produced a realised and unrealised gain of £11,400 which was better than in 2008.

Balance sheet

The Association's assets have increased by £35,000. The value of cash and investments has risen during the year from £405,000 to £438,000 as a result of the activities mentioned above. The net current assets are improved over last year at a positive value of £82,000, up £27,000 from last year. As always, funds may be drawn from the portfolio of quoted investments as required and without undue delay to bolster the Association's working capital, however, it is hoped that the additional income will enable the Association to avoid this for the next 12 months which will hopefully provide some further time for the investments to recover some of their value.

2010

The mid-year forecast for 2010 predicts an overall deficit rather than the surplus that was achieved in 2009. There are a number of reasons for this. Firstly the income from back issues is assumed to decline, although this is as yet unknown and money will be drawn from the reserves for investment in a new English language journal for the Chinese market.

Forecast of Expenditure for 2010

The Trustees continue to be committed to reviewing the strategies in place for achieving a sustainable financial situation. As in previous years, the aim will be to increase revenue through running meetings for the Association but also for others, seeking to expand membership and the continued improvement in operational efficiencies with the aim of reducing overhead costs. This last target is becoming increasingly difficult as many of the efficiencies have already been made. Investment in the *Plant Biotechnology Journal* and the new journal is cautiously budgeted to be £27,800 since this year's performance is not predicted to be repeated by Wiley-Blackwells.

Proposed Membership Fees for 2011

The trustees' goal of raising a third of the general administrative costs from membership fees remains in place. The Council proposes rises for 2011 of £2, to £55, for the Ordinary membership and of £1, to £27.50, for the Retired members which remains at 50% of the Ordinary fee; also a reduction of £6.50 to £20 for students. 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 2011

The Council proposes that the members' subscriptions for 2011 are raised this year after a number of years of no change, to £70 for the printed version, £61.10 (including VAT) for the online only version and £91.74 (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')

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

To respond to the need for long-term financial stability we have approved a reserves policy which is set out here.

A core purpose of the Association is to promote the study and advancement of Applied Biology. This obligation brings with it the need to ensure that the charity has sufficient funds over the short to medium term to continue to operate. To achieve this, the Association must achieve a sufficient positive annual operating contribution, or have sufficient reserves to call upon, to continue operations.

The main features of the Association's reserves policy are as follows:

- they are an inherent part of the Association's risk management process. The need for reserves will vary depending on the Association's financial position and our continuous assessment of the many risks the Association faces at a particular time
- the need for reserves will be assessed as part of our strategic planning.
- reserves exist either to provide short-term protection against downward fluctuations in annual revenues, or to provide long-term strategic financial support for future projects as has been carried out in the recent past with the Plant Biotechnology Journal
- the reserves policy balances the need to maintain long-term reserves against the need for short-term spending on our core purpose

This reserves policy will be reviewed annually to ensure it accurately reflects the circumstances of the Association and the views of the Trustees.

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.

Auditors

A resolution to re-appoint the auditors will be proposed at the Annual General Meeting.

Authorised Charity Trustees

Prof. MJ Jeger
President

Dr EA Stockdale
General Secretary

Dr JD Knight
General Treasurer

Date:

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ASSOCIATION OF APPLIED BIOLOGISTS

We report on the Accounts for the year ended 31 December 2009, which are set out on pages 10 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended); and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

- (1) which give me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Stephen John Clere FCCA (Senior Statutory Auditor)
For and on behalf of Clere's Limited,
Chartered Certified Accountants,
Statutory Auditors,
George Nott House,
119 Holloway Head,
Birmingham
B1 1QP.

ASSOCIATION OF APPLIED BIOLOGISTS.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st DECEMBER 2008.

	<u>NOTES</u>	<u>GENERAL FUND</u> £	<u>DESIGNATED FUND</u> £	<u>2009 TOTAL FUNDS</u> £	<u>2008 TOTAL FUNDS</u> £
<u>INCOMING RESOURCES</u>					
<u>Incoming Resources from generated funds</u>					
<u>Voluntary Income</u>					
Donations and Sponsorships		1,406	-	1,406	2,477
<u>Investment Income</u>	2	12,489	1,058	13,547	21,006
<u>Incoming Resources from Charitable Activities</u>	3	265,674	-	265,674	225,954
		-----	-----	-----	-----
<u>TOTAL INCOMING RESOURCES</u>		279,569	1,058	280,627	249,437
		-----	-----	-----	-----
<u>RESOURCES EXPENDED</u>					
Charitable Activities	5	168,239	1,058	169,297	146,842
Governance Costs	6	87,620	-	87,620	91,312
		-----	-----	-----	-----
<u>TOTAL RESOURCES EXPENDED</u>		255,859	1,058	256,917	238,154
		-----	-----	-----	-----
<u>NET (OUTGOING)/INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS</u>		23,710	-	23,710	11,283
		-----	-----	-----	-----
<u>OTHER RECOGNISED GAINS AND LOSSES</u>					
Gains on Investment Assets	11	11,453	-	11,453	(81,427)
		-----	-----	-----	-----
<u>NET MOVEMENTS IN FUNDS.</u>		35,163	-	35,163	(70,144)
<u>Total Funds brought forward</u>		367,692	22,568	390,260	460,404
		-----	-----	-----	-----
<u>Total Funds carried forward</u>		£402,855	£22,568	£425,423	£390,260
		=====	=====	=====	=====

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

THE NOTES ON PAGES 12 TO 18 INTEGRAL TO THESE FINANCIAL STATEMENTS.

ASSOCIATION OF APPLIED BIOLOGISTS.
BALANCE SHEET AS AT 31st DECEMBER 2009.

	<u>NOTES</u>	<u>2009</u>		<u>2008</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Tangible Assets	10		3,454		5,309
Investments	11		340,017		330,322
			-----		-----
<u>TOTAL FIXED ASSETS</u>			343,471		335,631
<u>CURRENT ASSETS</u>					
Debtors.	12	78,735		60,877	
Cash at Bank and in Hand		97,934		74,564	
			-----		-----
<u>TOTAL CURRENT ASSETS</u>		176,669		135,441	
<u>LIABILITIES:</u>					
Creditors: amounts due within one year	13	94,717		80,812	
			-----		-----
<u>NET CURRENT ASSETS.</u>			81,952		54,629
			-----		-----
<u>TOTAL ASSETS LESS CURRENT LIABILITIES</u>			£425,423		£390,260
			=====		=====
<u>UNRESTRICTED FUNDS</u>					
Undesignated.			402,855		367,692
Designated.	14		22,568		22,568
			-----		-----
<u>TOTAL CHARITY FUNDS</u>			£425,423		£390,260
			=====		=====

The Financial Statements were approved by the Association's Council on at a meeting on Wednesday 15th July 2009 and signed on its behalf by:

.....
 Prof. M J Jeger
President.

.....
 Dr A. Keys
General Secretary

.....
 Dr J D Knight
Treasurer.

THE NOTES ON PAGES 12 TO 18 ARE INTEGRAL TO THESE FINANCIAL STATEMENTS.

ASSOCIATION OF APPLIED BIOLOGISTS.

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2009.**

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 Statement of Recommended Practice : Accounting and Reporting by Charities issued in March 2005 and applicable UK Accounting Standards and the Charities Act 1993.

(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.

(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 31st DECEMBER 2009.

2. INVESTMENT INCOME

	<u>Non Restricted</u>		<u>2009</u>	<u>2008</u>
	<u>General</u>	<u>Designated</u>	<u>Total</u>	<u>Total</u>
Income from Listed Investments	12,489	1,021	13,510	20,346
Bank Interest	-	37	37	660
	-----	-----	-----	-----
	£12,489	£1,058	£13,547	£21,006
	=====	=====	=====	=====

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

	<u>Unrestricted</u>	<u>2009</u>	<u>2008</u>
	<u>£</u>	<u>Total</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Membership Fees	30,750	30,750	28,208
Publications	97,151	97,151	79,311
Conferences	137,764	137,764	118,223
Sundry Income	9	9	212
	-----	-----	-----
	£265,674	£265,674	£164,354
	=====	=====	=====

4. ALLOCATION OF SUPPORT COSTS AND OVERHEADS

<u>Cost Type</u>	<u>Total</u>	<u>Governance</u>	<u>Charitable</u>	<u>Basis of</u>
	<u>Allocated</u>		<u>Activities</u>	<u>Appportionment</u>
	<u>£</u>	<u>£</u>	<u>£</u>	
Staff Costs (incl travel)	105,557	39,536	66,021	Staff Time
Establishment Costs	10,728	8,067	2,661	Actual
Communication Costs	21,390	12,479	8,901	Actual
Management Expenses	17,956	12,374	5,582	Actual
Legal and Professional	8,945	8,945	-	Actual
Miscellaneous Exes	6,616	4,670	1,946	Actual
Depreciation	4,136	1,549	2,587	Staff Time
Recovery of overheads	(2,500)	-	(2,500)	Actual
	=====	=====	=====	

ASSOCIATION OF APPLIED BIOLOGISTS.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2009.

5. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES

	<u>Unrestricted</u> £	<u>2009</u> <u>Total</u> £	<u>2008</u> <u>Total</u> £
Membership Activities	14,091	14,091	14,505
Publications	12,594	12,594	14,364
Investment in New Journal	4,181	4,181	-
Conferences	129,232	129,232	108,716
Grants and Donations	1,138	1,138	2,091
Promotional Expenditure	7,974	7,974	8,013
Depreciation	2,587	2,587	1,728
General Support Costs and Overheads	(2,500)	(2,500)	(2,575)
	<hr/> £169,297	<hr/> £169,297	<hr/> £146,842
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

6. GOVERNANCE

	<u>2009</u> £	<u>2008</u> £
Staff Costs	39,536	54,985
Establishment Costs	8,067	8,452
Communication Costs	12,479	5,419
Management Expenses	12,374	9,981
Legal and Professional Expenses	8,945	7,272
Miscellaneous Expenses	4,670	3,408
Depreciation	1,549	1,795
	<hr/> £87,620	<hr/> £91,312
	<hr/> <hr/>	<hr/> <hr/>

7. NET INCOMING RESOURCES FOR THE YEAR

	<u>2009</u> £	<u>2008</u> £
This is stated after charging:-		
Depreciation of Tangible Fixed Assets - for use by the charity	<hr/> £4,136	<hr/> £3,523
Independent Examiners Fees	<hr/> £2,750	<hr/> £2,750
	<hr/> <hr/>	<hr/> <hr/>

8. STAFF COSTS

	<u>2009</u> £	<u>2008</u> £
Salaries and NI	99,173	104,613
Defined Contribution Pension Scheme	5,193	5,984
	<hr/>	<hr/>
Total	£104,366	£110,597
	<hr/> <hr/>	<hr/> <hr/>
The average weekly number of staff employed during the year was, as full time equivalents:	<u>3.75</u>	<u>3.5</u>

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

ASSOCIATION OF APPLIED BIOLOGISTS.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2009.

9. 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 the two trustees during 2009 totalled £3,190. Part of these fees were subsequently generously donated to the Association.

No remuneration or other benefit has been paid, directly or indirectly, to any of the Charity's Trustees. All sixteen of the Charity's Trustees are entitled to be reimbursed for travelling and subsistence expenses actually and necessarily incurred on the business of the Charity. The total amount of expenses paid during the year totalled £4,622

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 current or preceding year.

10. FIXED ASSETS

	Office Fixtures & Equipment
<u>COST</u>	
As at 31 st December 2008	41,645
Additions	2,281
	<hr/>
As at 31 st December 2009	£43,926
	<hr/>
<u>DEPRECIATION</u>	
As at 31 st December 2008	36,336
Charge for Year	4,136
	<hr/>
As at 31 st December 2009	£40,472
	<hr/>
<u>NET BOOK VALUE</u>	
As at 31 st December 2009	£3,454
	<hr/>
As at 31 st December 2008	£5,309
	<hr/>

11. LISTED INVESTMENTS

	<u>2009</u> £	<u>2008</u> £
Market Value at 1 st January 2009	330,322	466,259
Acquisitions	333,793	-
Sale Proceeds from Disposals	(335,551)	(54,510)
Gain/(Loss) in the Year	11,453	(81,427)
	<hr/>	<hr/>
Market Value at 31 st December 2009	£340,017	£330,322
	<hr/>	<hr/>

INVESTMENTS AT MARKET VALUE COMPRISES

Invested in the UK	£280,972	£330,322
	<hr/>	<hr/>
Investments are valued by Lloyds TSB Private Banking Ltd. to provide an investment return for the Charity.		
HISTORICAL COST AT 31st DECEMBER 2009	£333,275	£312,248
	<hr/>	<hr/>

ASSOCIATION OF APPLIED BIOLOGISTS.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2009.

12. DEBTORS	<u>2009</u> £	<u>2008</u> £
Sundry Debtors	74,381	54,552
Prepayments	4,354	6,325
	<hr/>	<hr/>
	£78,735	£60,877
	<hr/> <hr/>	<hr/> <hr/>
 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Publication Costs	4,522	798
Meeting Costs	1,721	4,731
Sundry Creditors	3,809	17,443
H. M. Revenue & Customs – PAYE & NIC	1,663	2,687
H. M. Revenue & Customs – VAT	4,612	828
Accrued Charges	2,750	9,301
	<hr/>	<hr/>
	£19,077	£35,788
	<hr/>	<hr/>
PREPAID SALES AND SUBSCRIPTIONS FOR 2010		
Membership Fees for 2010	20,356	21,075
Subscriptions of Annals of Applied Biology & TAC:-		
Members	-	4,223
Institutions etc	-	-
Attendance Fees and Donations for Scientific Meetings	39,098	3,976
Advance Payment for Editorial Fees 2010	16,186	15,750
	<hr/>	<hr/>
	£75,640	£45,024
	<hr/>	<hr/>
	£94,717	£80,812
	<hr/> <hr/>	<hr/> <hr/>

ASSOCIATION OF APPLIED BIOLOGISTS.
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2009.

14. 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>2009 Total</u> £	<u>2008 Total</u> £
Balances at the start of the Year	6,084	16,484	22,568	22,568
Income to the Funds in the Year	-	1,058	1,058	2,016
	-----	-----	-----	-----
Total available for Grants	6,084	17,542	23,626	24,584
<u>Less</u> Grants Committed in the Year	-	1,058	1,058	2,016
	-----	-----	-----	-----
Balances at the end of the Year	£6,084	£16,484	£22,568	£22,568
	=====	=====	=====	=====
Grants Outstanding 31 st December 2009	£-	£-	£	£
	=====	=====	=====	=====

ASSOCIATION OF APPLIED BIOLOGISTS.

"PUBLICATIONS"

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2009

	<u>2009</u>		<u>2008</u>	
	£	£	£	£
INCOME:				
Annals Shares of Surplus from Blackwells	85,832		75,327	
Annals & 'TAC' – Members	1,515		1,167	
Plant Bio Tech Journal	5,350		689	
Aspects	3,565		1,149	
'DPV' CD Roms (Net of Proceeds to Third Parties)	13		24	
MB Notebooks (Net of Proceeds to Third Parties)	12		93	
Royalty Income	847		600	
Sundry Income	17		262	
	<hr/>		<hr/>	
TOTAL INCOME		97,151		79,311
EXPENDITURE:				
Publishing Costs:				
Annals	-		(12)	
Aspects	(30)		1,663	
Electronic Publishing:				
Software Support	-		238	
DPV and MBN	220		-	
Mailing Costs:				
Aspects	312		325	
DPV, CD Roms	-		2	
Staff Costs:				
Salaries, National Insurance and Pensions	21,312		20,164	
Board of Editors:				
Travel, Subsistence and Sundry Expenses	1,303		2,153	
Office Costs:				
Postage and Carriage	28		59	
Miscellaneous	491		1,252	
Promotion Expenditure	45		-	
Publishers Indemnity Insurance	625		625	
	<hr/>		<hr/>	
TOTAL EXPENDITURE	24,304		26,469	
Recovery from Blackwells Publishing	11,710		12,105	
	<hr/>	12,594	<hr/>	14,364
		<hr/>		<hr/>
SURPLUS FOR THE YEAR		£84,557		£64,947
		<hr/> <hr/>		<hr/> <hr/>

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THE ASSOCIATION OF APPLIED BIOLOGISTS.

CONFERENCES

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2009

	£	<u>2009</u>	£	<u>2008</u>	£
INCOME:					
Registration Fees	99,614		107,423		
Donations and Sponsorship	38,150		10,450		
Other Sales	-		350		
		<hr/>		<hr/>	
TOTAL INCOME			137,764		118,223
 EXPENDITURE:					
Venue Charges	5,580		11,055		
Delegates' Residential and Catering Charges	41,919		47,516		
		<hr/>		<hr/>	
Total Facilities Costs	47,499		58,571		
Printing and Stationery	6,246		5,346		
Speakers' and Organisers' Expenses	18,124		10,437		
Grants for Meeting Attendance	20,529		3,777		
Planning Groups' Expenses	4,279		2,462		
Staff Costs:					
Salaries, etc	25,520		19,650		
Travelling, etc	4,008		2,709		
Office Costs:					
Postage, etc	375		442		
Telephone, etc	186		164		
Service and Maintenance Contracts	1,636		1,350		
Miscellaneous Expenses	897		3,508		
Bad Debt Written Off	(67)		300		
		<hr/>		<hr/>	
TOTAL EXPENDITURE			129,232		108,716
			<hr/>		<hr/>
SURPLUS FOR THE YEAR			£8,532		£9,507
			<hr/> <hr/>		<hr/> <hr/>

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THE ASSOCIATION OF APPLIED BIOLOGISTS.

MEMBERSHIP

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st DECEMBER 2009

	£	<u>2009</u>	£	<u>2008</u>	£
INCOME:					
Membership Fees			30,750		28,208
 EXPENDITURE:					
Salaries, NI and Pension	11,000			10,400	
Maintenance Contracts	1,025			1,025	
Postage	1,250			1,209	
Stationery	230			230	
AAB Newsletter	586			1,641	
		—————	14,091	—————	14,505
			—————		—————
<u>SURPLUS FOR THE YEAR</u>			£16,659		£13,703
			=====		=====

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ASSOCIATION OF APPLIED BIOLOGISTS.
MANAGEMENT & ADMINISTRATION COSTS
FOR THE YEAR ENDED 31st DECEMBER 2009.

	<u>2009</u>		<u>2008</u>	
	£	£	£	£
Staff Costs:				
Salaries, National Insurance and Pensions	36,353		54,382	
Training	1,795		57	
Travel and Sundry Expenses	61		546	
Recruitment Costs	132		-	
Temporary Staff	1,195		-	
	<u> </u>	39,536	<u> </u>	54,985
Establishment Costs:				
Rent	5,637		5,824	
Insurance	330		580	
Service and Maintenance Contracts	2,100		2,048	
	<u> </u>	8,067	<u> </u>	8,452
Communications Costs:				
Postage and Carriage	2,120		766	
Printing and Stationery	4,709		2,962	
Telephone and Fax	558		688	
Internet Services and Technical Support	5,092		1,003	
	<u> </u>	12,479	<u> </u>	5,419
Management Expenses:				
Council and Executive Meetings	5,083		4,591	
Specialist Group Meetings	6,022		4,780	
Annual General Meeting	805		207	
Trustees' Indemnity Insurance	464		404	
	<u> </u>	12,374	<u> </u>	9,982
Legal and Professional Expenses:				
Audit and Accountancy	2,750		2,750	
Investment Management	6,195		4,522	
	<u> </u>	8,945	<u> </u>	7,272
Miscellaneous Expenses:				
Subscriptions	995		767	
Financial Charges	3,176		2,281	
Sundry Expenses	499		359	
	<u> </u>	4,670	<u> </u>	3,407
Depreciation:				
Office Equipment	1,549		1,795	
	<u> </u>	1,549	<u> </u>	1,795
		<u> </u>		<u> </u>
Total Expenditure for the Year		£87,620		£91,312
		<u> </u>		<u> </u>

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