



*AAB President: Prof. T J Hocking BSc, PhD, FSB*



**ASSOCIATION OF APPLIED  
BIOLOGISTS**

**REPORT OF THE TRUSTEES  
AND  
FINANCIAL STATEMENTS  
FOR 2010**

**NOTICE OF ANNUAL  
GENERAL MEETING**

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

**CHARITY INFORMATION**

**The Council of Members (Trustees)**

President:	Prof. T J Hocking
President Elect:	Prof. P R Shewry
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:	Vacancy

**Convenors of Specialist Groups:**

Applied Mycology & Bacteriology:	Prof. S P Cummings
Biological Control	Dr R Jacobson
Cropping and the Environment	Mr D Turley
Nematology:	Dr J Pickup
Pesticide Application:	Mr S E 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)2476 574998; Fax: +44 (0)1789 470234  
E-mail: [carol@aab.org.uk](mailto: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  
Shakespeares Solicitors, Bridgeway House, Bridgeway,  
Stratford-upon-Avon, Warwickshire CV37 6YY

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

Registered Charity No. 275655

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

**ANNUAL REPORT OF THE TRUSTEES FOR 2010**

The Trustees present their report for the year ended 31<sup>st</sup> December 2010.

**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'.

**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.

**Members of Council (The Trustees) for 2010 were as follows:**

President	Prof. M J Jeger (3)
Vice President	Prof. T J Hocking (3)
General Secretary	Dr E A Stockdale (2)
General Treasurer	Dr J D Knight (2)
Meetings Treasurer	Mr C R Glass (1)
Publications Officer	Prof M A J Parry (2)
Programme Secretary	Dr G Russell (2)
Membership Officer	Vacancy

**Convenors of Specialist Groups:**

Applied Mycology and Bacteriology	Prof. S P Cummings (0)
Biological Control	Dr R Jacobson (2)
Cropping and the Environment	Dr D Turley (1)
Food Systems	Dr W Martindale (1)
Nematology	Dr J Pickup (2)
Pesticide Application	Mr S Cooper (2)
Plant Physiology and Crop Improvement	Prof N G Halford (3)
Virology	Dr S MacFarlane (2)

Executive Officer (Employee)	Mrs C A Millman (3)
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Attendance figures for Council meetings are shown in parentheses; the Council met three times during the year.

**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.

## TRUSTEES 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 165 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 2010 was 800 – 17 more than the year before. The number of Honorary members at the end of the year was 15, 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 2010, the total number of pages published was 927, comprising 77 papers. The number of papers submitted has increased from 203 in 2002 to almost 400 in 2010. In 2010 there were 73,170 full text downloads to *Annals of Applied Biology* and 1,541 registrants to email table of contents alerts. The impact factor for 2010 is 1.681 (a small decrease from 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 2010 the journal published 9 issues, totaling 1040 pages. There were 135,608 full text downloads (~60,000 in 2009) to *Plant Biotechnology Journal* and 2,889 registrants to email table of content alerts. The impact factor rose again in 2010 and is currently 4.89 (4.732 in 2009).

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

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

- Aspects 99: International Advances in Pesticide Application*
- Aspects 100: Agri-Environment schemes – what have they achieved and where do we go from here?*
- Aspects 101: Non Food Uses of Crops*
- Aspects 102: Delivering Food Security with Supply Led Innovations: Understanding Supply chains, providing food security, delivering choice*
- Aspects 103: 3<sup>rd</sup> Symposium on Potato Cyst Nematodes*
- Aspects 104: What makes an Alien Invasive: Risk and Policy Responses*
- Aspects 105: Water and nitrogen use in plant and crops*

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**

No issues were published during the year due to staff shortages, but we are planning to back to publishing the usual 3 in 2011. 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.

### **Scientific Conferences**

Twelve scientific conferences, and three workshops were held in 2010. These included nine residential conferences lasting two or more days. Four conferences could be considered international in terms of their focus and delegates. Four 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 897 delegates attended the conferences in 2010 compared to 731 in 2009 and 791 in 2008, and the average number of paying delegates was 53 compared to 48 in 2009 and 47 in 2008, showing that delegate numbers have improved. Details of the full scientific conference programme for 2010 are given below:

<b>Title of Conference</b>	<b>Group</b>	<b>Date</b>	<b>No. delegates</b>
International Advances in Pesticide Application	Pest Appl	5-7 January	97
Bream Workshop IAPA 2010	Pest Appl/BREAM	7 January	44
Biopesticides: Commercial Uptake	Biocontrol/IBMA	21 April	80
Agri-environment schemes - what have they achieved and where do we go from here?	CATE Group	27-29 April	122
Non Food uses of Crops	PP&CI	10-11 May	32
IOBC Landscape management for functional biodiversity	IOBC	29 June- 1 July	48
International Advances in Plant Virology	Virology/Dutch virologists	5-7 Sept	73
Delivering Food Security with Supply Chain Led Innovations: Understanding supply chains, providing food security, delivering choice	Food Systems/OECD	7-9 Sept	37
3 <sup>rd</sup> Symposium on potato cyst nematodes	Nematology	14-15 Sept	61
Development of New Pesticide Application Machinery	Pest Appl	21 Oct	34
Advances in Biological Control	Biocontrol	17 Nov	78
Ideotypes - is the understanding of physiology relevant to the future of plant breeding?	CATE Group	7 Dec	28
What makes an alien invasive? Risk and policy responses	CATE	7-8 Dec	32
Advances in Nematology	Nematology	14 December	55
Water & nitrogen use efficiency in plants and crops	PP&CI	15-16 Dec	76
		<b>TOTAL</b>	<b>897</b>

All conferences, except one in the 2010 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 tanks to the following organisations/individuals that provided financial donations or sponsorship totalling £3900.00, together with further support during the year:

Adgen Phytodiagnosics  
BCP Certis  
Bioreba AG  
Fargro Limited

HDC  
Plant Bioscience Limited  
Russell IPM  
Professor M A J Parry

## **Website**

AAB launched its new website in May 2011 and will have a regular section for international news. As well as detailing forthcoming international events, it will be a forum to disseminate information from and to our members overseas. Moreover, the development will be on-going as new pages are added, links to business and social networks are established and the site becomes increasingly interactive, allowing members to engage with the Association and other members across a range of activities.

## **Affiliations to other Societies**

Affiliations were maintained with the Society 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 2010**

### **Income & Expenditure**

It is pleasing to be able to announce that the Association has been able to maintain a relatively stable financial position over the last year despite the various challenges within the financial world and indeed the world inhabited by its members. The Association's overarching objective is to continue to operate with a neutral or slightly positive net movement in funds within a sustainable business plan. The results of this year, whilst not as successful as last year are still encouraging in that the operating deficit of £13,897 (before investment gains/losses) includes an investment of £6,685 in the new *Food & Energy Security Journal* (FESJ) and compares well against a budgeted deficit of £44,000. Whilst the exceptional income generated by back numbers of the *Annals* has diminished, publications continue to be a major income stream. *The Plant Biotechnology Journal* delivered a better than forecast surplus of £10,348 against a budgeted figure of £5,350. It is with this in the mind that investment is being made in the FESJ

Office costs have increased slightly this year as a result of salary increases and other costs but are well controlled at £89,526, an increase of just under 2%. The meetings programme only generated a surplus of £3,848 against a budgeted surplus of £17,870, however, predicting conference attendance and income is not a precise science and a fair degree of variation in this figure can be expected.

The investment portfolio produced an unrealised gain of £34,259 which was substantially better than in 2009.

### **Balance sheet**

The Association's assets have increased by £20,362 over the past year. The value of cash and investments has risen during the year from £425,423 to £445,785 as a result of the activities mentioned above. The net current assets are reduced compared to last year at a positive value of £69,386, down £12,566 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 this can be avoided over the next 12 months which will hopefully provide some further time for the investments to recover some of their value.

### **2011**

The mid-year forecast for 2011 predicts a significantly larger operating deficit than was achieved in 2010 at £36,000. The primary reason for this is the further investment in the new journal FESJ for which approximately £41,000 has been budgeted.

### **Forecast of Expenditure for 2011**

The overall objective of the Trustees is to ensure a sound financial footing for the Association into the future enabling it to pursue its charitable aims and objectives. The review of strategic targets with a view to achieving a sustainable financial situation continues. All avenues of appropriate activities will be explored with the aim to increase revenue through running meetings for the Association and for others, seeking to expand membership and the continued tight control of operational expenditure with the aim of minimising overhead costs. This last target is becoming increasingly difficult as many of the efficiencies have already been made. Investment in the *Food and Energy Security Journal* will be the single largest expenditure this year as mentioned above but the trustees are confident this will be a good long term investment.

### **Proposed Membership Fees for 2011**

The trustees' goal of raising a third of the general administrative costs from membership fees remains in place however, bearing in mind the financial restrictions being faced by members and the increase in membership fees last year it is proposed that membership is held at the same level. The Council proposes fees for 2012 of £55, for the Ordinary membership, £20 for Student members and £27.50, for Retired membership. 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 2012 are raised this year, to £72 for the printed version, remain at £61.10 (including VAT) for the online only version and £93.74 (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.

**INDEPENDENT EXAMINERS**

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

Authorised Charity Trustees

Prof. T J Hocking  
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 2010, 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.**

14<sup>th</sup> September 2011

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010.**

	<u>NOTES</u>	<u>GENERAL FUND</u> £	<u>DESIGNATED FUND</u> £	<u>2010 TOTAL FUNDS</u> £	<u>2009 TOTAL FUNDS</u> £
<b><u>INCOMING RESOURCES</u></b>					
<u>Incoming Resources from generated funds</u>					
<u>Voluntary Income</u>					
Donations and Sponsorships		567	-	567	1,406
<u>Investment Income</u>	<b>2</b>	8,878	544	9,422	13,547
<u>Incoming Resources from Charitable Activities</u>	<b>3</b>	315,713	-	315,713	265,674
		-----	-----	-----	-----
<b><u>TOTAL INCOMING RESOURCES</u></b>		325,158	544	325,702	280,627
		-----	-----	-----	-----
<b><u>RESOURCES EXPENDED</u></b>					
Charitable Activities	<b>5</b>	249,529	544	250,073	169,297
Governance Costs	<b>6</b>	89,526	-	89,526	87,620
		-----	-----	-----	-----
<b><u>TOTAL RESOURCES EXPENDED</u></b>		339,055	544	339,599	256,917
		-----	-----	-----	-----
<b><u>NET (OUTGOING)/INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS</u></b>		(13,897)	-	(13,897)	23,710
		-----	-----	-----	-----
<b><u>OTHER RECOGNISED GAINS AND LOSSES</u></b>					
Gains on Investment Assets	<b>11</b>	34,259	-	34,259	11,453
		-----	-----	-----	-----
<b><u>NET MOVEMENTS IN FUNDS.</u></b>		20,362	-	20,362	35,163
<u>Total Funds brought forward</u>		402,855	22,568	425,423	390,260
		-----	-----	-----	-----
<u>Total Funds carried forward</u>		£423,217	£22,568	445,785	£425,423
		=====	=====	=====	=====

**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 31<sup>st</sup> DECEMBER 2010.**

	<u>NOTES</u>	<u>2010</u>		<u>2009</u>	
		£	£	£	£
<b><u>FIXED ASSETS</u></b>					
Tangible Assets	10		5,876		3,454
Investments	11		370,523		340,017
			-----		-----
<b><u>TOTAL FIXED ASSETS</u></b>			376,399		343,471
<b><u>CURRENT ASSETS</u></b>					
Debtors.	12	64,403		78,735	
Cash at Bank and in Hand		49,469		97,934	
			-----		-----
<b><u>TOTAL CURRENT ASSETS</u></b>		113,872		176,669	
<b><u>LIABILITIES:</u></b>					
Creditors: amounts due within one year	13	44,486		94,717	
			-----		-----
<b><u>NET CURRENT ASSETS.</u></b>			69,386		81,952
			-----		-----
<b><u>TOTAL ASSETS LESS CURRENT LIABILITIES</u></b>			445,785		£425,423
			=====		=====
<b><u>UNRESTRICTED FUNDS</u></b>					
Undesignated.			423,217		402,855
Designated.	14		22,568		22,568
			-----		-----
<b><u>TOTAL CHARITY FUNDS</u></b>			445,785		£425,423
			=====		=====

The Financial Statements were approved by the Association's Council on at a meeting on Wednesday 15<sup>th</sup> July 2010 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 31<sup>st</sup> DECEMBER 2010.

#### 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 unrestricted funds which are 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 31<sup>st</sup> DECEMBER 2010.**

**2. INVESTMENT INCOME**

	<u>Non Restricted</u>		<u>2010</u>	<u>2009</u>
	<u>General</u>	<u>Designated</u>	<u>Total</u>	<u>Total</u>
Income from Listed Investments	8,878	507	9,385	13,510
Bank Interest	-	37	37	37
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>£8,878</u>	<u>£544</u>	<u>£9,422</u>	<u>£13,547</u>

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

	<u>Unrestricted</u>	<u>2010</u>	<u>2009</u>
	<u>£</u>	<u>Total</u>	<u>Total</u>
Membership Fees	30,315	30,315	30,750
Publications	80,828	80,828	97,151
Conferences	204,570	204,570	137,764
Sundry Income	0	0	9
	<hr/>	<hr/>	<hr/>
	<u>£315,713</u>	<u>£315,713</u>	<u>£265,674</u>

**4. ALLOCATION OF SUPPORT COSTS AND OVERHEADS**

<u>Cost Type</u>	<u>Total Allocated</u>	<u>Governance</u>	<u>Charitable Activities</u>	<u>Basis of Apportionment</u>
	<u>£</u>	<u>£</u>	<u>£</u>	
Staff Costs (incl travel)	109,579	45,474	64,105	Staff Time
Establishment Costs	11,630	9,618	2,012	Actual
Communication Costs	14,333	4,791	9,542	Actual
Management Expenses	15,485	13,872	1,613	Actual
Legal and Professional	6,980	6,980	-	Actual
Miscellaneous Exes	14,506	7,467	7,039	Actual
Depreciation	3,192	1,324	1,868	Staff Time
Recovery of overheads	(2,500)	-	(2,500)	Actual
	<hr/>	<hr/>	<hr/>	

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2010.**

**5. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES**

	<u>Unrestricted</u>	<u>2010</u> <u>Total</u>	<u>2009</u> <u>Total</u>
	£	£	£
Membership Activities	14,460	14,460	14,091
Publications	21,185	21,185	12,594
Investment in New Journal	6,685	6,685	4,181
Conferences	200,722	200,722	129,232
Grants and Donations	629	629	1,138
Promotional Expenditure	7,024	7,024	7,974
Depreciation	1,868	1,868	2,587
General Support Costs and Overheads	(2,500)	(2,500)	(2,500)
	<hr/>	<hr/>	<hr/>
	£250,073	£250,073	£169,297
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**6. GOVERNANCE**

	<u>2010</u>	<u>2009</u>
	£	£
Staff Costs	45,474	39,536
Establishment Costs	9,618	8,067
Communication Costs	4,791	12,479
Management Expenses	13,872	12,374
Legal and Professional Expenses	6,980	8,945
Miscellaneous Expenses	7,467	4,670
Depreciation	1,324	1,549
	<hr/>	<hr/>
	£89,526	£87,620
	<hr/> <hr/>	<hr/> <hr/>

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

	<u>2010</u>	<u>2009</u>
	£	£
This is stated after charging:-		
Depreciation of Tangible Fixed Assets - for use by the charity	£3,192	£4,136
	<hr/>	<hr/>
Independent Examiners Fees	£2,750	£2,750
	<hr/> <hr/>	<hr/> <hr/>

**8. STAFF COSTS**

	<u>2010</u>	<u>2009</u>
	£	£
Salaries and NI	101,081	99,173
Defined Contribution Pension Scheme	5,650	5,193
	<hr/>	<hr/>
Total	£106,731	£104,366
	<hr/> <hr/>	<hr/> <hr/>

The average weekly number of staff employed during the year was, as full time equivalents:

4.25	3.75
------	------

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

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010.**

**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 2010 totalled £ . 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**

<u>COST</u>	<b>Office Fixtures &amp; Equipment</b>
As at 31 <sup>st</sup> December 2009	43,926
Additions	5,614
	<hr/>
As at 31 <sup>st</sup> December 2010	£49,540
	<hr/>
 <u>DEPRECIATION</u>	
As at 31 <sup>st</sup> December 2009	40,472
Charge for Year	3,192
	<hr/>
As at 31 <sup>st</sup> December 2010	£43,664
	<hr/>
 <u>NET BOOK VALUE</u>	
As at 31 <sup>st</sup> December 2010	£5,876
	<hr/>
As at 31 <sup>st</sup> December 2009	£3,454
	<hr/>

**11. LISTED INVESTMENTS**

	<u>2010</u>	<u>2009</u>
	£	£
Market Value at 1 <sup>st</sup> January 2010	340,017	330,322
Acquisitions	45,600	333,793
Sale Proceeds from Disposals	(49,353)	(335,551)
Gain/(Loss) in the Year	34,259	11,453
	<hr/>	<hr/>
Market Value at 31 <sup>st</sup> December 2010	£370,523	£340,017
	<hr/> <hr/>	<hr/> <hr/>

**INVESTMENTS AT MARKET VALUE COMPRISES**

Invested in the UK	£286,977	£280,972
	<hr/>	<hr/>

Investments are valued by Lloyds TSB Private Banking Ltd. to provide an investment return for the Charity.

<b>HISTORICAL COST AT 31<sup>st</sup> DECEMBER 2010</b>	£330,411	£333,275
	<hr/> <hr/>	<hr/> <hr/>



**ASSOCIATION OF APPLIED BIOLOGISTS.**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010.**

<b>12. DEBTORS</b>	<u><b>2010</b></u>	<u><b>2009</b></u>
	<b>£</b>	<b>£</b>
Sundry Debtors	59,397	74,381
Prepayments	5,006	4,354
	<hr/>	<hr/>
	£64,403	£78,735
	<hr/> <hr/>	<hr/> <hr/>
 <b>13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
Publication Costs	1,625	4,522
Meeting Costs	1,400	1,721
Sundry Creditors	4,030	3,809
H. M. Revenue & Customs – PAYE & NIC	2,499	1,663
H. M. Revenue & Customs – VAT	1,030	4,612
Accrued Charges	2,750	2,750
	<hr/>	<hr/>
	£13,334	£19,077
	<hr/>	<hr/>
<b>PREPAID SALES AND SUBSCRIPTIONS FOR 2010</b>		
Membership Fees for 2011	11,810	20,356
Subscriptions of Annals of Applied Biology & TAC:-		
Members	-	-
Institutions etc	-	-
Attendance Fees and Donations for Scientific Meetings	1,317	39,098
Advance Payment for Editorial Fees 2011	18,025	16,186
	<hr/>	<hr/>
	£31,152	£75,640
	<hr/>	<hr/>
	£44,486	£94,717
	<hr/> <hr/>	<hr/> <hr/>

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010.**

**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.

<b>Travel Funds for:</b>	<b><u>Visiting Overseas Lecturers</u></b>	<b><u>Graduate Research Students</u></b>	<b><u>2010 Total</u></b>	<b><u>2009 Total</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balances at the start of the Year	6,084	16,484	22,568	22,568
Income to the Funds in the Year	-	544	544	1,058
	-----	-----	-----	-----
Total available for Grants	6,084	17,028	23,112	23,626
<u>Less</u> Grants Committed in the	-	544	544	1,058
Year	-----	-----	-----	-----
Balances at the end of the Year	£6,084	£16,484	£22,568	£22,568
	=====	=====	=====	=====
2010 Grants Outstanding 31 <sup>st</sup> December	£-	£-	£-	£-
	=====	=====	=====	=====

**ASSOCIATION OF APPLIED BIOLOGISTS.**

**“PUBLICATIONS”**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010**

	<u>2010</u>		<u>2009</u>	
	£	£	£	£
<b>INCOME:</b>				
Annals Shares of Surplus from Blackwells	65,291		85,832	
Annals & 'TAC' – Members	2,349		1,515	
Plant Bio Tech Journal	10,348		5,350	
Aspects	1,822		3,565	
'DPV' CD Roms (Net of Proceeds to Third Parties)	-		13	
MB Notebooks (Net of Proceeds to Third Parties)	-		12	
Royalty Income	903		847	
Sundry Income	115		17	
	<hr/>		<hr/>	
<b>TOTAL INCOME</b>		80,828		97,151
 <b>EXPENDITURE:</b>				
Publishing Costs:				
Annals	-		-	
Aspects	6,116		(30)	
Electronic Publishing:				
Software Support	-		-	
DPV and MBN	-		220	
Mailing Costs:				
Aspects	381		310	
DPV, CD Roms			-	
Staff Costs:				
Salaries, National Insurance and Pensions	22,314		21,312	
Board of Editors:				
Travel, Subsistence and Sundry Expenses	1,247		1,303	
Office Costs:				
Postage and Carriage	397		28	
Miscellaneous	4,416		491	
Promotion Expenditure	-		45	
Publishers Indemnity Insurance	-		625	
	<hr/>		<hr/>	
<b>TOTAL EXPENDITURE</b>	34,871		24,304	
Recovery from Blackwells Publishing	(13,686)		(11,710)	
	<hr/>	21,185	<hr/>	12,594
		<hr/>		<hr/>
<b>SURPLUS FOR THE YEAR</b>		£59,643		£84,557
		<hr/>		<hr/>

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**THE ASSOCIATION OF APPLIED BIOLOGISTS.**

**CONFERENCES**

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010**

	<b>£</b>	<u><b>2010</b></u>	<b>£</b>	<u><b>2009</b></u>	<b>£</b>
<b>INCOME:</b>					
Registration Fees	196,920			99,614	
Donations and Sponsorship	7,150			38,150	
Other Sales	500			-	
<b>TOTAL INCOME</b>			204,570		137,764
 <b>EXPENDITURE:</b>					
Venue Charges	8,436			5,580	
Delegates' Residential and Catering Charges	132,557			41,919	
Total Facilities Costs	140,993			47,499	
Printing and Stationery	6,332			6,246	
Speakers' and Organisers' Expenses	15,591			18,124	
Grants for Meeting Attendance	1,333			20,529	
Planning Groups' Expenses	366			4,279	
Staff Costs:					
Salaries, etc	25,413			25,520	
Travelling, etc	4,878			4,008	
Office Costs:					
Postage, etc	623			375	
Telephone, etc	390			186	
Service and Maintenance Contracts	987			1,636	
Miscellaneous Expenses	2,623			897	
Bad Debt Written Off	1,193			(67)	
<b>TOTAL EXPENDITURE</b>			200,722		129,232
<b>SURPLUS FOR THE YEAR</b>			£3,848		£8,532

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THE ASSOCIATION OF APPLIED BIOLOGISTS.

MEMBERSHIP

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010

	£	<u>2010</u>	£	£	<u>2009</u>	£
<b>INCOME:</b>						
Membership Fees			30,315			30,750
<b>EXPENDITURE:</b>						
Salaries, NI and Pension	11,500			11,000		
Maintenance Contracts	1,025			1,025		
Postage	725			1,250		
Stationery	50			230		
AAB Newsletter	1,160			586		
		<hr/>	14,460	<hr/>		14,091
			<hr/>			<hr/>
<b><u>SURPLUS FOR THE YEAR</u></b>			£15,855			£16,659
			<hr/> <hr/>			<hr/> <hr/>

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**ASSOCIATION OF APPLIED BIOLOGISTS.**  
**MANAGEMENT & ADMINISTRATION COSTS**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2010.**

	<u>2010</u>		<u>2009</u>	
	£	£	£	£
Staff Costs:				
Salaries, National Insurance and Pensions	44,792		36,353	
Training	50		1,795	
Travel and Sundry Expenses	632		61	
Recruitment Costs	-		132	
Temporary Staff	-		1,195	
	<u>          </u>	45,474	<u>          </u>	39,536
Establishment Costs:				
Rent	5,721		5,637	
Insurance	600		330	
Service and Maintenance Contracts	3,297		2,100	
	<u>          </u>	9,618	<u>          </u>	8,067
Communications Costs:				
Postage and Carriage	1,040		2,120	
Printing and Stationery	991		4,709	
Telephone and Fax	924		558	
Internet Services and Technical Support	1,836		5,092	
	<u>          </u>	4,791	<u>          </u>	12,479
Management Expenses:				
Council and Executive Meetings	6,406		5,083	
Specialist Group Meetings	6,870		6,022	
Annual General Meeting	-		805	
Trustees' Indemnity Insurance	596		464	
	<u>          </u>	13,872	<u>          </u>	12,374
Legal and Professional Expenses:				
Audit and Accountancy	2,750		2,750	
Investment Management	4,230		6,195	
	<u>          </u>	6,980	<u>          </u>	8,945
Miscellaneous Expenses:				
Subscriptions	1,899		995	
Financial Charges	5,435		3,176	
Sundry Expenses	133		499	
	<u>          </u>	7,467	<u>          </u>	4,670
Depreciation:				
Office Equipment	1,324		1,549	
	<u>          </u>	1,324	<u>          </u>	1,549
		<u>          </u>		<u>          </u>
<b>Total Expenditure for the Year</b>		<b>£89,526</b>		<b>£87,620</b>
		<u>          </u>		<u>          </u>

This page does not form part of the statutory financial statements

## ELECTION TO SPECIALIST GROUP COMMITTEES FOR 2011

Nominations are sought for vacancies on some of the AAB 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 2011*. Please note there are currently no vacancies in the Biological Control, Cropping and the Environment and Pesticide Application groups

---

### ASSOCIATION OF APPLIED BIOLOGISTS

(This form may be photocopied)

We wish to nominate Mr/Mrs/Miss/Ms/Dr/Professor\* .....

.....

for the committee of .....Group

Proposed by

Seconded by

Signed .....

Signed .....

Address .....

Address .....

.....

.....

.....

.....

.....

.....

\*Delete as appropriate

---

### Consent to nomination

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

Signed .....

Address .....

.....

..... Date .....

## SPECIALIST GROUP COMMITTEES AS AT JULY 2011

### Applied Mycology and Bacteriology:

#### **S Cummings (Convenor) (2012 1<sup>st</sup> term)**

M Andrews (2011)  
D Kenyon (2011)  
K Thomas (2012)  
J West (2013)  
T Finnigan (2013)

### Nematology:

#### **J Pickup (Convenor) (2013 2<sup>nd</sup> term)**

V Blok (2013)  
C Griffin (2011)  
P Haydock (2013)  
S Hockland (2013)  
T Kakouli-Duarte (2012)  
R Manzanilla-Lopez (2012)  
B Pembroke (2013)  
C Opperman (2013)

### Biological Control:

#### **R Jacobson (Convenor) (2011 1<sup>st</sup> term)**

T Bruce (2012)  
D Chandler (2013)  
R Collier (2012)  
J Holland (2011)  
P Morley (2012)  
D Richardson (2012)  
R Shaw (2012)  
X Xu (2012)  
P Walker (2013)

### Pesticide Application:

#### **S E Cooper (Convenor) (2013 2<sup>nd</sup> term)**

P Balsari (2013)  
P I Carpenter (2011)  
C R Glass (2013)  
B Magri (2012)  
C Mountford-Smith (2013)  
T H Robinson (2011)  
D Stock (2012)  
J van de Zande (2013)  
W Jones (2013)

### Cropping and the Environment:

#### **D Turley (Convenor) (2012 1<sup>st</sup> term)**

N Boatman (2011)  
M Bush (2012)  
D H K Davies (2012)  
K A Evans (2011)  
J Holmes (2012)  
H Jones (2011)  
E A Stockdale (2012)  
P Taylor (2012)  
J Storkey (2013)

### Plant Physiology and Crop Improvement:

#### **N Halford (Convenor) (2012 2<sup>nd</sup> term)**

M F B Dale (2012)  
H Jones (2013)  
E Murchie (2012)  
R Weightman (2013)

### Food Systems:

#### **W Martindale (Convenor) (2011 1<sup>st</sup> term)**

C R Glass (2013)  
L Murfet (2012)  
E A Stockdale (2013)  
M Swainson (2012)  
J J Wiltshire (2012)  
H Stichnoff (2012)

### Virology:

#### **S MacFarlane (Convenor) (2012 1<sup>st</sup> term)**

A Fox (2011)  
M N Gowda (2013)  
G Lomonosoff (2011)  
J Milner (2011)  
M Stevens (2012)  
R A A van der Vlugt (2011)  
J Walsh (2012)  
T Wetzel (2011)









AAB Office, Warwick Enterprise Park, Wellesbourne, Warwick CV35 9EF, UK  
Executive Officer: Carol Millman; E-mail: [carol@aab.org.uk](mailto:carol@aab.org.uk)  
Tel: +44 (0)2476 574998 Fax: +44 (0)1789 470234  
<http://www.aab.org.uk>

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