

# Epilepsy Bereaved

(Sudep Action new working name)

Registered Charity No. 1050459  
[www.sudep.org](http://www.sudep.org)

## Annual report and financial statements

For the year ended 31 March 2013

Chapman Worth Limited  
6 Newbury Street  
Wantage  
Oxfordshire  
OX12 8BS

# Epilepsy Bereaved

## CHARITY INFORMATION

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<b>Director</b>	Jane Hanna OBE
<b>Trustees</b>	Stephen Brown (Chair) Jennifer Preston (Vice Chair) Guy Neely (Treasurer) Susan Allen John Hirst Maureen Lahiff Simon Lees John Lipetz Mark Phillips Alex Stirling Roger Scrivens
<b>Charity No.</b>	1050459
<b>Website</b>	<a href="http://www.sudep.org">www.sudep.org</a>
<b>Address for correspondence</b>	Epilepsy Bereaved 12a Mill Street Wantage Oxfordshire OX12 9AQ
<b>Accountants</b>	Chapman Worth Limited 6 Newbury Street Wantage Oxfordshire OX12 8BS
<b>Bankers</b>	HSBC Plc Market Place Wantage Oxfordshire OX12 8AP

# Epilepsy Bereaved

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# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

### Foreword

It's more than thirty years since I started specialising in epilepsy as a young doctor, and now that I'm not so young, I can look back on many things that have got better; a whole series of genuine advances in treatment, a general raising of public awareness, and a higher priority given by policy makers. Yet things still aren't right. People with epilepsy often don't get the sort of support from their clinicians that would help them and their families manage the risks of the condition, even though there's a growing body of evidence that such an approach may save lives. Such support is essential and should be central to clinical practice and services.

In the UK, funding is urgently needed to advance strategies to prevent epilepsy deaths.

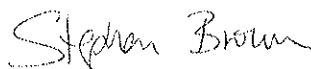
UK national research funds are not ring-fenced for SUDEP and projects such as national surveillance of deaths are outside the remit of national research funds. SUDEP Action is dedicated to tackling the gaps in the understanding of SUDEP and can provide vital seed funding for research projects that would otherwise not get off the ground.

This is why the work of SUDEP Action is more necessary than ever in the UK. The investment made in tackling SUDEP and epilepsy deaths is a drop in the ocean of what is needed if we are to harness the major opportunities for international collaboration. We need to turn SUDEP awareness into action to prevent unnecessary deaths.

In 2013 the work of SUDEP Action was recognised in a major international award from medical and patient organisations around world. The British Branch of the International League against Epilepsy nominated Jane Hanna OBE, Chief Executive of SUDEP Action for the prestigious award for social accomplishment in epilepsy. This award is given in recognition of the impact of SUDEP Action in pioneering research and improving clinical practice and improving the lives of people with epilepsy, not only in the UK, but around the world.

I would like to congratulate Jane for this prestigious award and the whole team for the continuing success of our charity in leading the efforts to reduce the risks of SUDEP.

We've won national and international honours for our achievements so far but we recognise there is much more work to do and we will continue.



Stephen Brown  
Chair of Trustees

# **SUDEP Action (the working name for Epilepsy Bereaved)**

## **TRUSTEES' REPORT**

**For the year ended 31 March 2013**

The trustees present their report and accounts for the year ended 31 March 2013.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

### **Structure, governance and management**

SUDEP Action was adopted by the trustees as the new working name of Epilepsy Bereaved on 11<sup>th</sup> January 2013. The Charity Registration number 1050459 was constituted under a Declaration of Trust dated 14 October 1995.

### **Board members**

The trustees who served during the year were:

Mrs Susan Allen  
Professor Stephen Brown (Chair)  
Mr John Hirst  
Mrs Maureen Lahiff  
Mr Simon Lees  
Mr John Lipetz  
Mr Guy Neely (Treasurer)  
Mr Mark Phillips  
Mrs Jennifer Preston (Vice-Chair)  
Mr Roger Scrivens  
Ms Alex Stirling

### **Scientific Advisory Committee**

Dr. Richard Appleton  
Professor Stephen Brown  
Professor Helen Cross  
Professor David Fish  
Professor Mike Kerr  
Dr. Lina Nashef  
Professor Mark Richardson  
Dr. Greg Rogers  
Professor Phil Smith  
Professor Ley Sander  
Dr. Henry Smithson  
Dr. Marjorie Turner

## SUDEP Action (the working name for Epilepsy Bereaved)

### TRUSTEES' REPORT

For the year ended 31 March 2013

*SUDEP Action has a formal collaboration with Kings Health Partners, known as the **SUDEP Research Initiative**. The Steering Group is as follows:*

Professor Stephen Brown  
Dr Shane Delamont  
Dr Robert Elwes  
Ms Jane Hanna OBE  
Mr John Lipetz  
Dr Lina Nashef  
Professor Mark Richardson  
Professor Leone Ridsdale

SUDEP Action recruits for trustee positions using a variety of methods, including: internet recruitment sites, recommendation, and occasionally, press. Appointments are recommended to the trustees and agreed by resolution at a special meeting after interview with two trustees and the Director. New appointments are reported at the Annual Meeting.

SUDEP Action has a policy that 50% of the trustees have direct experience of Sudden Unexpected Death in Epilepsy (SUDEP) and use their experience and knowledge to benefit the charity. The charity has eight employees, most of whom work part-time, which equates to approximately five full time equivalents. The office is situated in Wantage, Oxfordshire.

# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

### Our Mission

Our mission as an organisation is to prevent SUDEP (Sudden Unexpected Death in Epilepsy) and other epilepsy-related deaths. SUDEP is when a person with epilepsy, who is otherwise healthy, dies suddenly and no other cause of death is found. There are over 1000 epilepsy-related deaths each year in the UK (3 deaths each day), of which over 500 are attributed to SUDEP.

### Our priorities

Epilepsy is one of the top-ten causes of early death. Sudden Unexpected Death in Epilepsy (SUDEP) can be traumatic for families and distressing for professionals.

At SUDEP Action, we focus our efforts on the priorities that bereaved families tell us are important:

- To support bereaved families who have experienced an epilepsy related death. We are the only charity in the UK providing this service.
- To seek to influence policy makers nationally and internationally to prevent epilepsy deaths by improving practice in epilepsy care. We are successful in this priority.
- To drive a research agenda to prevent epilepsy deaths and we do this actively and collaboratively with researchers in the UK and Internationally

There are five key strands to our charitable activities in delivering public benefit and reaching our specific aims:

- Providing information on SUDEP and risk in epilepsy
- Offering support when someone has died
- Involving people to help effect change
- Sponsoring research and education to prevent future deaths
- Capturing data across the UK through the Epilepsy Deaths Register

In setting our priorities each year we have regard to the Charity Commission's general guidance on public benefit and the advancement of health and saving lives

SUDEP Action has a strategic alliance with the Epilepsy Society working closely on areas of common interest such as influencing local services.

SUDEP Action is a member of the Neurological Alliance; and the All Wales Epilepsy Forum. The charity supports general campaign work to improve neurological services, but maintains a focus on the specific changes that are necessary to address prevention of SUDEP and other epilepsy deaths.

# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

### *International collaboration*

SUDEP Action continues to influence action around the world. We lead and actively collaborate with SUDEP campaign projects working in particular with Epilepsy Australia; SUDEP Aware (Canada) and Partners Against Mortality in Epilepsy (North America).

### **Our Work during 2012-13**

Our main achievements in developing our work during 2012-13 were:

- *The Epilepsy Deaths Register*
- *A new SUDEP Action website*
- *Research supporting a safety check list for use in the community*
- *A SUDEP and safety information kit to support patients and families*
- *A new working name for the charity*

### **Providing information**

The words of a bereaved Father:

*“As we now research more, we realise this seems increasingly as yet another tragedy and possibly a needless tragedy. We cannot change history, and our ignorance of SUDEP will hurt us for many years to come”*

As SUDEP becomes more widely talked about, people want accurate, up-to-date information. SUDEP Action works closely with researchers in the field to provide it.

A bereaved Mother wrote:

*“I feel that not enough is done to provide parents/carers with information or support “*

During the year we produced new:

- Safety leaflets highlighting risks in epilepsy
- Leaflets that help people to understand SUDEP
- Leaflets explaining The Epilepsy Deaths Register
- Email news updates on campaigns and research

We invested in our information services with a new SUDEP Action website and a new SUDEP and safety information kit. This included a set of leaflets on SUDEP tailored to different patient and professional audiences.



## SUDEP Action (the working name for Epilepsy Bereaved)

### TRUSTEES' REPORT

For the year ended 31 March 2013

To promote increased awareness and understanding of SUDEP, the charity rebranded during the year and adopted SUDEP Action as the new working name of Epilepsy Bereaved. There was unanimous support from trustees and staff for the new name based on research with our supporters during the year. The change was needed to raise additional funds and promote the benefits we can deliver to:

- Tackle prevention
- Offer specialist bereavement support services to even more families
- Provide a platform for campaigns
- Provide a source of authoritative information for families, people with epilepsy, researchers and medical professionals.

### Offering support

Our support line is uniquely staffed by qualified counsellors, who have a special interest in sudden death and coping strategies that the bereaved may use in their day-to-day lives. Our service is holistic and person centred as many of our callers have complex needs. We are advised by a panel of epilepsy experts and specialist pathologists, who are able to help us to assist families to navigate the coroner system and inquest process.

During the year, the charity managed around 1300 calls in relation to the bereaved and provided expert advice and information to around 30 newly bereaved families. Supporting families in this way is crucial as they struggle to understand what happened and why.

*"I am so incredibly grateful that you have been able to pass our questions on to your expert - and can't put into words how valuable and appreciated absolutely any information/advice/answers will be"*  
*A bereaved parent looking for answers.*

We provide:

- a valuable listening space
- help with understanding the post mortem
- help with understanding the investigation of the death
- help from our SUDEP and epilepsy experts
- on-going emotional support
- opportunities to be with others who have been bereaved by epilepsy
- opportunities to meet with epilepsy and SUDEP experts
- counselling
- training

The charity has advised on the development of support services through invited presentations in the US and Canada and by working closely with SUDEP Aware to support development of their services.

# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

### Involving people

At SUDEP Action, we believe that bereaved families and friends can play a very important role in driving change. For some people, being active in an organisation is helpful, whereas for others, it can add to distress. Because we have extensive experience of working with the recently bereaved, we are able to identify a role for those who wish to be involved.

It is also important to remember that an epilepsy-related death can affect the wider community too. There are all kinds of ways in which people can become involved with the charity and work to raise awareness, showing support for those who have lost loved ones. People can become involved by:

- Reporting a death to the Epilepsy Deaths Register
- Campaigning
- Becoming an ambassador
- Sharing a story
- Holding an event in memory

*"I will persist in raising awareness and can only hope that enough funding is provided to enable vital research into causational factors relating to SUDEP, that one day definitive preventative measures can be ascertained and suffering alleviated. I again thank you and hope that the wonderful work that you do will be of benefit to all".*

*A bereaved Mother determined to make a difference.*

### Sponsoring research and education

We are committed to researching the causes of SUDEP and other epilepsy –related deaths, as well as ensuring that any such research is widely shared, so that it can be used to help prevent future deaths. In order to achieve this aim, we work on joint projects with research teams and advocacy organisations in the field.

#### ***Specific Projects which we have sponsored during 2012-13 include:***

SUDEP Action has established a local pilot aimed at developing the evidence at a local level of modifiable risk factors for both sudden death and emergency admission so that local managers can make informed decisions about the planning of services.

Cornwall is the chosen locality because of the strength of collaboration between key partners in this area and the availability of funding. The charity has brought together local researchers and clinicians, SUDEP experts and the local coroner. With improved understanding of the evidence, the charity hopes that this pilot will deliver change on the ground and will be part of our plan of action across the rest of the UK.

The evidence from this local project will be disseminated in medical journals; to local stakeholders and to the Epilepsy Commissioning Group, made up of epilepsy organisations and Neurological Commissioning Support who are working together to share information and work collaboratively to tackle the challenge of the new NHS reforms.

# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

### *Researching a 'safety check list'*

Research into the last 100 epilepsy deaths in Cornwall is being funded by SUDEP Action. This will provide the evidence for a 'safety check list' to support clinicians in discussion with patients with epilepsy. This will provide clinicians with a much clearer guide to who is most at risk of dying and enable them to tailor discussion of risk with their patients.

**SUDEP Action also provides seed funding for King's Health Partners – one of five Academic Health Sciences Centres in England – and is supporting:**

- A five-year audit to identify survival outcomes from surgery, as well as Vagal Nerve Stimulator interventions – a new type of treatment, which aims to reduce the number, length and severity of symptoms.
- A pilot to monitor breathing and other changes in people experiencing seizures

Research we have funded has been widely recognised and one paper won an award in 2012. We support research teams across the UK and internationally to secure SUDEP funding and promote collaboration where we can.

At SUDEP Action we consider it is vital that research not only reaches policy makers and clinicians, but also the general public.

We have set up [www.sudepglobalconversation.com](http://www.sudepglobalconversation.com), where it's possible for professionals and members of the public to interact – helping to combine the latest science with human experience. We are also organising SUDEP awareness and risk training sessions to educate non-specialists.

### **Capturing data**

During the year we addressed the most serious gap in surveillance of epilepsy deaths in the UK. Previously, there was no single place to (report and access) information on epilepsy-related deaths, which is why researchers and medical professionals asked SUDEP Action to set up the Epilepsy Deaths Register.

Key stakeholders, including the government, the Chief Medical Officer and research teams across the UK have supported the initiative.

*Norman Lamb MP, minister for care said in debate on 29th January 2013: "I met representatives of Epilepsy Bereaved to discuss sudden, unexpected death resulting from epilepsy, and I found it an incredibly useful session. I learned a lot about the extent to which, through better care, we could significantly reduce the number of people who die in such circumstances. It is, therefore, incumbent on the whole NHS to ensure that we raise the level of care to the standard of the best. If we can do that, we will make a real difference."*

# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

SUDEP Action was able to establish the register thanks to some seed funding and a reorganisation at the charity. A new dedicated website offers secure online registration of a death. Deaths can be reported by family, friends and colleagues of the deceased providing richer and more comprehensive information for researchers. The register will also provide opportunities for health professionals to report a death and for bereaved families to consent to participate in research. These consents are vital for access to medical information.

The information that we gather about individual deaths will help:

- co-ordinate involvement in research
- identify and prioritise new research
- improve public awareness of epilepsy-related risk and SUDEP
- decide where best to put funding to improve services
- improve advice and treatment plans

Research support is provided by Dr Henry Smithson and his research team at Sheffield University and by King's Health Partners. Our expert advisory panel includes international experts in SUDEP, epilepsy deaths and register development.

Further funding is needed to develop the register and to enable international collaboration.

### **Finance and Service Development:**

During the year SUDEP Action reviewed its infrastructure requirements including IT and invested and implemented new systems including cloud technology.

Our new systems will enable us to improve delivery and increase reach to more people, delivering better more effective services. The systems will have a positive impact on our day to day working; allow us to respond more quickly; bring all our processes together in one place and allow us to measure outcomes more efficiently.

### **Financial Policies**

#### *Reserves policy*

Reserves are maintained in order to meet the on-going day-to-day expenditure of the charity for 12 months. Difficult economic times have meant that our reserves at the end of the financial year reached five months of operating costs. A priority of 2013 was to invest in marketing and we achieved this with a new website and the appointment of a communications professional.

# SUDEP Action (the working name for Epilepsy Bereaved)

## TRUSTEES' REPORT

For the year ended 31 March 2013

### *Risk management policy*

The trustees continue to assess the risks faced by the charity and to propose actions to mitigate these risks. The organisation has responded to the need to diversify and develop new revenue streams by increasing the capacity of the charity to support community fundraising and develop marketing as well as other sources of funding. The finance administrator reports to trustees using a traffic light system that highlights where action may be needed to reduce risks. In spite of difficult financial times, the charity's financial position has held overall.

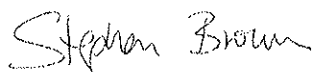
### **The Future**

In little over 15 years, SUDEP Action has succeeded in raising awareness of SUDEP from near zero point to full recognition in national and international medical, legislative and political circles. The Charity is now determined to move forward from this position of strength via a number of carefully defined projects aimed at managing and reducing the risks associated with epilepsy and preventing unnecessary epilepsy related deaths.

These include:

- A major campaign to raise awareness of the Epilepsy Deaths Register
- Researching the deaths reported to the register
- Working with researchers on projects aimed at reducing risk
- Raising public awareness of our services to increase our reach to the bereaved
- Providing information and guidance to International Agencies aiming to provide specialist SUDEP support
- Expanding our Volunteer Ambassador Project
- Fundraising Appeals

Signed for on behalf of the Board of Trustees



S Brown  
Chair of Trustees

Signed for on behalf of the Board of Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF EPILEPSY BEREAVED**

**For the year ended 31 March 2013**

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I report on the accounts of the Trust for the year ended 31 March 2013, which are set out on the pages

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.


**Basis of independent examiner's 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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

- 1) which gives 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 130 of the 2011 Act; and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 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.



**Anna Chapman FCA for  
Chapman Worth Limited**  
Chartered Accountants

4/10/13

6 Newbury Street  
Wantage  
Oxfordshire  
OX12 8BS

**EPILEPSY BEREAVED****STATEMENT OF FINANCIAL ACTIVITIES**

		Year ended 31 March 2013 £	Year ended 31 March 2013 £	Year ended 31 March 2013 £	Year ended 31 March 2012 £
	Notes	Restricted	Unrestricted	Total	Total
<b>Incoming resources from generated funds</b>					
<b>Voluntary Income</b>					
Donations	2	30	40,180	40,210	49,250
Grants	3	52,000	4,790	56,790	18,050
Gift Aid Tax Relief		-	8,830	8,830	21,167
Legacies		-	-	-	-
Sundry Income		-	4,678	4,678	405
<b>Activities for generating funds</b>					
Fund raising	4	5,128	97,886	103,014	109,176
Letting Office Space		-	864	864	864
<b>Investment Income</b>					
Bank Interest		-	366	366	355
<b>Total Incoming Resources</b>		<b>57,158</b>	<b>157,594</b>	<b>214,752</b>	<b>199,267</b>
<b>Resources Expended</b>					
<b>Cost of generating funds</b>					
Fundraising	5	-	36,157	36,157	25,870
<b>Cost of charitable activities</b>					
Direct Charitable Expenditure	5	43,772	136,188	179,960	164,625
<b>Governance Costs</b>					
Governance costs	6	-	8,005	8,005	5,837
<b>Total Resources Expended</b>		<b>43,772</b>	<b>180,350</b>	<b>224,122</b>	<b>196,332</b>
<b>Net Incoming Resources for the year</b>		<b>13,386</b>	<b>(22,756)</b>	<b>(9,370)</b>	<b>2,935</b>
Gross transfers between funds					
Funds brought forward at 1 April 2012		5,500	94,374	99,874	96,939
<b>Funds carried forward at 31 March 2013</b>		<b>18,886</b>	<b>71,618</b>	<b>90,504</b>	<b>99,874</b>

REGISTERED CHARITY NO: 1050459

EPILEPSY BEREAVED

	NOTES	2013 £	2012 £
<b>Fixed Assets</b>			
Tangible Assets			
<b>Current Assets</b>			
Cash at bank and in hand		111,582	105,881
		<u>111,582</u>	<u>105,881</u>
<b>Creditors: amounts falling due within one year</b>	9	(21,078)	(6,007)
<b>Net Current Assets</b>		<u>90,504</u>	<u>99,874</u>
<b>Funds</b>			
Unrestricted Funds	10	71,618	94,374
Restricted Funds	11	18,886	5,500
		<u>90,504</u>	<u>99,874</u>

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005)

The financial statements were approved by the Board of Trustees on 10 May 2013

*S Brown*

S Brown



EPILEPSY BEREAVED

NOTE TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2013

**1.1 Basis of preparation**

The accounts have been prepared under the historical cost convention in compliance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Charities Act 2011.

**1.2 Funds**

Unrestricted Funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted Funds - these are funds that can only be used for particular restricted purpose within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for a particular restricted purpose.

**1.3 Income**

Donations and similar income are included in the financial statements on a receivable basis. All other income is included on a receivable basis.

Legacies are credited to incoming resources when the charity becomes entitled to the income, the receipt is certain and the amount is quantifiable. Life interest and other residual legacies, where the amount to be received is uncertain, are not accrued.

**1.4 Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to do so.

- Charitable activities include expenditure associated alleviating those who have lost a friend or relative through epilepsy, and the promotion of support, mental and physical research and education relating to sudden unexplained death due to epilepsy and the nature of grieving and bereavement.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

**1.5 Taxation**

Epilepsy Bereaved is a charitable organisation and does not carry out activity sufficient to be subject to corporation tax.

**1.6 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the costs less estimated residual value of each asset over its expected useful life, as follows:

Office equipment	20% straight line
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EPILEPSY BEREAVED

NOTE TO THE ACCOUNTS (continued)

YEAR ENDED MARCH 2013

<b>2</b>	<b>Donations</b>	<b>2013</b>	<b>2012</b>
	Unsolicited Donations	39,765	44,561
	Solicited Donations	-	-
	GAYE	415	384
	Total for Unrestricted Funds	<u>40,180</u>	<u>44,945</u>
	General	30	-
	General Research	-	4,305
	Total for Restricted Funds	<u>30</u>	<u>4,305</u>
<b>3</b>	<b>Grants</b>	<b>2013</b>	<b>2012</b>
	Various	4,790	12,550
	Total for Unrestricted Funds	<u>4,790</u>	<u>12,550</u>
	Family Support	12,000	5,500
	General Research	40,000	-
	Total for Restricted Funds	<u>52,000</u>	<u>5,500</u>
<b>4</b>	<b>Fundraising</b>	<b>2013</b>	<b>2012</b>
	General Fundraising	95,161	103,817
	Collecting Boxes	264	1,482
	Sale of Group Products	2,461	1,035
	Total for Unrestricted Funds	<u>97,886</u>	<u>106,334</u>
	General Research	5,128	2,842
	Total for Restricted Funds	<u>5,128</u>	<u>2,842</u>

## EPILEPSY BEREAVED

## NOTE TO THE ACCOUNTS (continued)

## YEAR ENDED MARCH 2013

## 5 Costs of activities in furtherance of the charity's objects

	Restricted Research 2013	Restricted General 2013	Restricted Family Support 2013	Unrestricted 2013	2013	2012
<b>Cost of Generating Funds</b>						
Fundraising Expenses	-	-	-	10,397	10,397	5,028
Salaries and National Insurance				25,760	25,760	20,842
	-	-	-	36,157	36,157	25,870
<b>Cost of Charitable activities</b>						
Postage and Stationery	-	-	-	3,940	3,940	3,947
Telecommunications	-	-	-	4,152	4,152	4,039
Printing	-	-	-	6,842	6,842	7,357
Salaries and National Insurance	8,175	-	17,500	75,957	101,632	104,964
Pension	-	-	-	520	520	216
Consultancy other staff costs	-	-	-	490	490	614
Travel, Accommodation & Subsistence	-	-	-	5,907	5,907	7,872
Research	18,097	-	-	2,235	20,332	10,000
Affiliations to Other Groups	-	-	-	230	230	873
Development of Web Site	-	-	-	10,713	10,713	1,200
Cost of Support Group Meetings	-	-	-	7,540	7,540	2,879
Memorial Service	-	-	-	-	-	1,084
Bank Charges	-	-	-	4	4	18
Training	-	-	-	162	162	546
Insurance	-	-	-	1,275	1,275	1,418
Office Costs & Equipment	-	-	-	15,496	15,496	14,953
Conferences & Seminars	-	-	-	-	-	2,406
Sundry Expenses	-	-	-	725	725	239
	26,272	-	17,500	136,188	179,960	164,625

6 Governance Costs	Restricted 2013	Unrestricted 2013	Restricted 2012	Unrestricted 2012
Staff Costs	-	2,500	-	2,500
Cost of Trustees' meetings and AGM	-	4,755	-	2,617
Independent Examiner's Fee	-	750	-	720
	-	8,005	-	5,837

7 Staff Costs	Restricted 2013	Unrestricted 2013	Restricted 2012	Unrestricted 2012
Wages and Salaries	25,675	104,217	-	128,306

There was an average of 5 employees (FTE) during the year.

The Trustees received no remuneration during the year, but 4 (2012 - 6) trustees were reimbursed a total of £1,229 (2012 - £1,508) for expenses.

## 8 Pension

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. Contributions payable by the company in the year amounted to £520 (2012: £216).

## 9 Taxation

No taxation has been incurred for 2013 (2012: nil)

## EPILEPSY BEREAVED

## NOTES TO THE ACCOUNTS (continued)

## YEAR ENDED MARCH 2013

	2013		2012	
<b>10 CREDITORS: amounts falling due within one year</b>	<b>Restricted</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Unrestricted</b>
	<b>2013</b>	<b>2013</b>	<b>2012</b>	<b>2012</b>
Travel and Subsistence	-	564	-	743
Office costs & Sundry	-	514	-	888
Postage and Stationery	-	515	-	724
Telecommunications	-	795	-	65
Printing and Copying	-	607	-	104
Equipment	-	2,135	-	-
Research	3,750	72	-	-
AGM	-	243	-	-
Affiliated groups	-	-	-	172
Independent Examiner's fees	-	750	-	720
Trustee Expenses	-	452	-	86
PAYE	-	3,077	-	2,433
Pension	-	58	-	72
Web Site Development	-	7,546	-	-
	<u>3,750</u>	<u>17,328</u>	<u>-</u>	<u>6,007</u>
		21,078		6,007
<b>11 UNRESTRICTED FUNDS</b>			<b>2013</b>	<b>2012</b>
			<b>£</b>	<b>£</b>
Balance brought forward			94,374	96,939
Incoming Resources			157,594	186,620
Transfers			-	-
Outgoing Resources			(180,350)	(189,185)
			<u>71,618</u>	<u>94,374</u>
<b>12 RESTRICTED FUNDS</b>	<b>Balance</b>	<b>Incoming</b>	<b>Outgoing</b>	<b>Balance</b>
	<b>1.4.12</b>	<b>Resources</b>	<b>Resources</b>	<b>31.3.13</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Research	-	45,158	26,272	18,886
Family Support	5,500	12,000	17,500	-
	<u>5,500</u>	<u>57,158</u>	<u>43,772</u>	<u>18,886</u>
<b>13 Analysis of net assets between funds</b>				
	<b>Tangible</b>	<b>Debtors</b>	<b>Cash at bank</b>	<b>Creditors</b>
	<b>Assets</b>		<b>and in hand</b>	
				<b>Total</b>
				<b>2013</b>
Restricted	-	-	22,636	(3,750)
Unrestricted	-	-	88,946	(17,328)
	<u>-</u>	<u>-</u>	<u>111,582</u>	<u>(21,078)</u>
				<u>90,504</u>