



abdo

Annual report and accounts 2007



Association of British Dispensing Opticians



abdo

The Annual General Meeting

Notice is hereby given that the twenty second AGM of the Association will be held at The Midland Hotel, Manchester at 5pm on Sunday 28 September 2008

Agenda

1. Receive apologies for absence.
2. Receive and approve the Minutes of the 2007 AGM.
3. Consider any matters arising.
4. Receive the President's Report.
5. To confirm the elections of President and Vice President for 2008-2010.
6. Appointment of Board - report of elections to the Board
7. Consider and approve the Report of the Board and adopt the Audited Financial Statements of Accounts for the Association.
8. To reappoint Burgess and Hodgson as Auditors in accordance with the Companies Act 1985. To authorise the Board to make appropriate remuneration.
9. To consider any other relevant business. No votes will be taken on any matters raised under this item. If appropriate, they may be returned to the Board. Members should notify the General Secretary, in writing in advance, of their intention to raise any such matter. No resolution relating to Special Business may be brought before the meeting unless notice thereof was given to the General Secretary by Friday 15 August 2008.

Membership of ABDO incorporates a number of benefits which include:

- ABDO affinity credit card
- Access to Benevolent Fund and Educational Trust
- Accidental death benefit
- Advice from ABDO staff
- Advice to Fellows – peer view advice
- Contracts disputes cover
- Counselling helpline
- Debt recovery
- Dispensing Optics journal
- Employers' group
- Employment dispute cover (for employers and employees)
- Expert VAT advice
- Financial services
- Health insurance plans
- Income protection
- Legal expenses cover
- Members forums and bulletin boards on ABDO website - www.abdo.org.uk
- Members handbook
- Motor recovery cover
- Pensions
- Professional education and career development
- Professional indemnity insurance
- Provision of continuing education and training
- Practice insurance packages
- Retirement Planning
- 24-hour free legal helpline



Annual Report of the ABDO Board of Management 2007

The Association

The year 2007 began on a positive note with an overwhelming number of ABDO members successfully completing their CET requirements. We paid tribute to Paula Stevens, her dedicated support team and the ABDO CET Committee for all that they had done to ensure that so many of our members could acquire points in such a consistent and user friendly fashion. In April the first CET registration period ended. The number of dispensing opticians leaving the GOC register was slightly higher than normal but well below the levels some had predicted, with the majority of non-registrants comprising those who had retired or those who worked in parts of the sector but who no longer saw patients. Most members appeared to have understood the need for maintaining registration and the professional case for CET.

The review of General Ophthalmic Services for England was published in the early part of the year, and there was deep disappointment at the refusal by the Department of Health to look at CET funding. After so much effort, particularly by all our Past Presidents, it was very hard to take. However the President Kevin Milsom vowed to carry on the fight for what we believe to be right and, along with our optometrist colleagues to seek to exploit those parts of the review which offered increased opportunities to grow the profession at local level. The President wrote to all Members of Parliament in England setting out the case for funding. He also wrote to Welsh and Scottish MPs at Westminster drawing their attention to the issue as well as to the Members of the Scottish Parliament and the Welsh Assembly. He received a number of encouraging replies and met with individual MPs to further pursue our quest for CET funding and local listing. The Association also held ongoing discussions with the GOC about how the CET scheme should develop in the future.

Despite the disappointing outcome of the GOS review the optical bodies continued to work closely together in promoting eye care over a range of key areas, negotiating with not only the Department of Health in England, but with the three devolved governments in Scotland, Wales, and Northern Ireland. The President was particularly active in Wales and it was hoped that the Welsh Assembly would formally recognize dispensing opticians in due course.

In the early spring the Association established an additional area organisation. ABDO Northern Ireland was formed at a meeting on the 13 March at the Hilton Templepatrick Hotel on the outskirts of Belfast when an inaugural general meeting was held. The President welcomed members to the meeting and wished the new Area every success. Elections were held and Emma Summers was elected as Chairman, Lynn Mackey as Secretary, Kevin Finan as Treasurer and William Stockdale was elected as the group's representative to Optometry Northern Ireland. Their first CET event was held on the 19 September at the Hilton in Templepatrick.

Internal affairs

ABDO Board

The President Kevin Milsom and Vice President Barry Duncan had a very busy year representing the Association at meetings with the Government, and bilateral optical bodies as well as attending the many functions which are part of the optical calendar.

Early in the year John Coxon who had been elected to the ABDO Board in January 2005 and re-elected in 2006 had to resign from the Board due to ill health. We were very sad to lose his wise counsel. Later in the year the President and

Rosemary Bailey, the Director of Contact Lens examinations visited Mr Coxon at his home and presented him with the ABDO Medal for Exceptional Service in recognition of his outstanding service as an examiner of many years standing, his work as Deputy Director of ABDOs Contact Lens Examinations and of course his contribution to the work of the ABDO Board. Sadly John Coxon has since died after a brave fight against his illness.

National elections were held for the ABDO Board with ten candidates standing for three vacant positions. At the AGM in Harrogate on the 15 September three new appointments were announced as follows: Peter Black FBDO, Garry Kousoulou FBDO, and Ted Moffatt FBDO. They joined the rest of the Board: Nick Atkins FBDO (Hons) CL, Jennifer Brower FBDO (Hons) LVA CertEd, Barry Duncan FBDO, Jim Gordon FBDO, Kevin Milsom FBDO, and Kelly Plahay FBDO BSc at their first Board meeting on the 10 October 2007.

Annual General Meeting

The Annual General Meeting was held on the 15 September 2007 at the Paramount Majestic Hotel in Harrogate.

Attendance was even greater than usual with Kevin Milsom providing a full and informative report of a very busy and eventful year. Noting some of the many developments the Association had been involved with, Mr Milsom emphasised the hard work and continuing efforts being made by both the Board and staff of the Association in the ongoing negotiations with the Department of Health.

At the Annual Dinner which followed Kevin Milsom was delighted to be able to welcome representatives from the other optical bodies. As is now customary several awards were presented at the dinner. John Baker, Deputy Master of



Annual Report of the ABDO Board of Management 2007

the Worshipful Company of Spectacle Makers was pleased to be able to present the Hamblin Memorial Prize to Phil Quinby, Chairman of Area 2 (North East). Mr Baker went on to pay tribute to Mr Quinby noting that he has worked in the Optics profession for almost 40 years. His involvement with Area 2 spans more than 25 years first taking on the role of treasurer and now Chairman. During that time he helped to organise the highly successful conference in Harrogate 12 years ago and with his expertise he also helped to organise many successful CET area meetings and student training days. Mr Baker concluded his presentation by noting that for many years Mr Quinby had supervised students, always encouraging them and providing invaluable help and guidance in both the dispensing and contact lens field.

Other awards made at the dinner were the Area Prize which this year went to a deserving person in Area 2 (North East). The Area Prize was presented by Area chairman Phil Quinby to Mrs Tove Hoff Gascoyne, former secretary of Area 2. In presenting the prize Mr Quinby paid tribute to the dedication she had shown and the hard work she had done on behalf of the members in the North East. He also acknowledged her contribution as a committee member for many years, including being secretary and later Area chairman. He concluded by noting her unstinting efforts in support of the Area, even since her retirement from the Committee in 2005.

The President presented the *Dispensing Optics* Readership Prize at the dinner. This year there were two joint members – Angela McNamee and Keith Cavaye for their article 'Should I fit this person with contact lenses?' The Journal Prize was awarded to Patricia Mordaunt for her article "Journey to Ethiopia"

This year a special presentation of the Medal for Excellence was presented by President Kevin Milsom, to Mike Stokes for his hard work and dedication to ABDO in the North West over many years.

There was also a one off presentation for the 20th Anniversary Student Article Prize for which there were two joint winners. Sandy Charlesworth for her article on 'Dispensing to children' and Charles Marquet for his article on 'Restoring the mid range'. These were later published in the journal. Ros and David Kirk of D & R Kirk Opticians kindly donated and presented the prize for this competition, not only to mark the Association's 20th anniversary in 2006, but also to mark the 25th anniversary of the opening of the Kirk practice.

Finance

During the year under review turnover registered a growth of 7.89% to £2,174,490. This was due to a continued increase in membership. Profit on ordinary activities increased to £28,650 from £3,333 in 2006. The Board of Directors authorised a grant of £50,000 to ABDO College in 2007.

Membership

The year saw a further growth in membership over 2006. The continued increase in membership numbers shows the demand for dispensing opticians in full time employment in the UK is still growing, it is also indicative of the respect in which the profession is held. We also believe that the growing numbers reflect the value of ABDO membership. As always we continue to give ongoing support to many members regarding professional indemnity insurance and CET.

	2003	2004	2005	2006	2007
Full Members (including Reduced full)	4770	4853	5121	5145	5237
UK Students	1611	1700	1705	1659	1682
Associate Members	538	540	547	621	601
Overseas Members	840	921	864	839	771
Others	271	280	212	243	257
Total (all categories)	8030	8294	8449	8507	8548

Our members receive a wide range of services and benefits in return for subscription fees and indemnity premiums. Membership benefits are under constant review, and work continues to enhance benefits and provide the best possible value for money. The employers group which was launched in 2006 for practice owners has continued to be a great success. With the prospect of ever changing and difficult times ahead we will as always work hard to ensure that the best advice and support is constantly available to all ABDO members.

Continuing Education and Training (CET)

The 2007 CET year was the first in a new CET cycle and one in which the department saw a number of changes from an organisational perspective.

Elaine Grisdale joined ABDO as Head of Professional Relations a role which encompasses overall responsibility for the CET department. Paula Stevens continues as CET co-ordinator assisted by Hilary Murrells. The CET department's media expert Mark Smith left the department at the end of July to pursue a career abroad. This left a void in the department for ongoing and future work regarding web-based and interactive learning via CD. Paula has taken on more responsibility in this direction and is working closely with

an external company on an ad hoc basis to continue the production of CD Roms which allow Members to obtain CET points.

Following a successful CET weekend in Harrogate in terms of content but slightly disappointing event in terms of attendance, it was decided to review the organisation and mechanics of the event. The CET department questioned a representative cross section of the membership via area committees and meetings on various aspects of the annual conference. The results were presented to the Board in the Autumn and a decision taken to put the event out to tender. A new events' team were assigned to the organisation, a new venue chosen for 2008 and a completely new strategy was approved by the Board that will encompass a far broader range of activities and a revitalised CET agenda. Work has been ongoing to find interesting topics and new speakers with the programme reflecting the desire for a mix of CET accredited and more business/self development subjects. Aware of the totally unacceptable disparity of CET points demanded from CLOs, the Association has declared to continue to fight for fairness, having gained the active support of other like-minded organisations.

The CET department continued to provide many hours of CET not only through the journal and CDs but also through area meetings. Unfortunately, the lack of enthusiasm for the annual conference was mirrored by falling attendances at the CET area meetings. It seems that most members obtain their CET from journal based learning and fewer people want to interact with other members at local level. The CET committee in conjunction with the CET department is addressing this problem and is looking into ways of boosting attendance for 2008.

New appointments

Elaine Grisdale joined the Association at the beginning of July as Head of Professional Services. Elaine is responsible for the management of ABDOs CET department, Advice and Guidelines and also works on legislative and regulatory issues. She qualified as a dispensing optician in 1985 and worked in practice in Manchester. She then worked for three years for Essilor in the UK before moving to Essilor International in France in 1989 where she was International Professional Relations Manager. Among many other achievements she established the Varilux University. She was latterly Professional Relations Officer for BBGR.

Michael Potter also joined ABDO as Marketing Manager. He took up his position in July to develop a marketing strategy for the Association. As part of his role Michael now co-ordinates the Association's press release activities and will work with Sheila Hope on the development of *Dispensing Optics*. Working directly with Elaine Grisdale a new strategy for the ABDO Conference and Exhibition was put before and accepted by the board in October. In 2008 he will be responsible for implementing strategic marketing plans that include evolving separate corporate brand identities for ABDO and ABDO College to assist their long-term business development. Michael, who qualified as a dispensing optician in 1977, joined ABDO after a long career in marketing and sales with Rodenstock (UK) Ltd.

In October ABDO was pleased to announce that Alicia Thompson had been appointed as the Association's new Director of Professional Examinations. Alicia is now responsible for continuing to maintain the standard of ABDOs five Diploma/Certificate Qualifications which are accredited with the Qualification & Curriculum Authority. Key functions of her new role are to help promote and enhance the

Association's reputation as well as to liaise with other Ophthalmic and Regulatory Bodies. Alicia had previously been the Clinic Manager at Aston University, Birmingham and has also been an ABDO Dispensing Examiner for the past five years. She brings with her a wide variety of management and practice expertise which will enhance the professional standards of the Association's five qualifications.

Dispensing Optics journal

In 2007 Sheila Hope, our Production Editor and her team continued to produce a vibrant and well designed journal which has again proved to be a great success with ABDO members. The increase in the size of the journal not only allows extra news from the membership and the Areas, but provides room for information from the wider optical scene. This year we were very pleased with the increase in advertising revenue. The enthusiasm shown by our advertisers in placing more advertising in *Dispensing Optics* underlines the fact that we have a very successful publication which we will be looking to improve even further in 2008.

It is always pleasing to have a publication which is so widely read and provides members with a vital service in the publication of CET articles. As ever ABDO is most grateful to Mrs Hope and Mrs Johnson for their hard work in producing such a popular journal.

Education Examinations

The examination results in the year end of 2007 were excellent, with more than 370 students gaining the Fellowship Diploma and a high number of students gaining the Contact

Annual Report of the ABDO Board of Management 2007

Lens Certificate, along with students being awarded Honours Diplomas in Contact Lens and Low Vision.

The overseas element of the Association's examination continues to grow, with Dispensing Practical examinations held twice a year in Kuala Lumpur Malaysia at the Axismatics Professional Institute.

In 2007 over 400 students sat ABDO examinations linked to Axismatics Professional Institute and Institute Optopreneur in Kuala Lumpur.

During the year, visits continued to supervisor's practices and students undertaking their Pre-Registration year or in preparation for their Contact Lens Practical Examination.

Appreciation: the association would like to record its thanks to all the examiners for all their continued support to the Association. Particular congratulations go to the following students who gained examination prizes in 2007.

Awarding of prizes:

Part One Prize awarded to the best mark in the Part One Examination to Gemma Greenaway

Stepper Prize awarded for the best mark in the Part One Practical Examination to Benjamin Warren Blanks

J W Grieve Prize awarded for the best mark in sections 2 & 4 of the Final Practical Examination to John Paul Forristal FBDO

The Tony Griffiths Prize for Excellence awarded for the best mark in sections 3 of the Final Practical Examination to Mohammed Rizwan FBDO

Carl Zeiss Prize awarded for the best correspondence course student to Claire Chaya Haffner FBDO

Federation of Ophthalmic & Dispensing Opticians' Prize awarded to the best day release course student to Katie

Elizabeth May FBDO

The Worshipful Company of Spectacle Makers Prize awarded for the best mark in the Final Practical Examination to Gemma Davies FBDO

Association of British Dispensing Opticians Final Examination Prize awarded for the best mark in the Final Examinations to Claire Chaya Hafner FBDO

The British Contact Lens Association Prize awarded for the best mark in the aftercare section of the Contact Lens Certificate Practical Examination to Simon Lefever FBDO CL

The Hensley Prize awarded for the best mark for a first attempt in the Contact Lens Practice Theory Examination to Nicholas David Sage FBDO

The CIBA Vision Prize for Excellence awarded for the best mark in the Contact Lens Certificate practical Examination to Gergana Dopson FBDO CL

The Association of Contact Lens Manufacturers Prize awarded for the best mark in Section B of the Contact Lens Certificate practical Examination to Gergana Dopson FBDO CL

Ted Watts Memorial Prize awarded for the best mark in the LVA examinations to Claire Yvonne Aldred FBDO (Hons) LVA

T A Doyle Memorial Prize awarded for the best mark in an honours paper to Clare Yvonne Aldred FBDO (Hons) LVA

Essilor Prize awarded for the highest mark with Credits in the Final Examination to Katie Elizabeth May FBDO

The Johnson & Johnson Care Excellence Award awarded highest aggregate mark in the Theoretical Examination, in Contact Lens Practice to Nicholas David Sage FBDO

The Association of British Dispensing Opticians Final Overseas Examination Prize awarded for the best mark in the Final Overseas Examinations to Siu Kai Liong FBDO

The Elsevier Prize awarded for a full pass in the first attempt in the combined Theory and Practical Examinations, Certificate in Contact Lens Practice to Gergana Dopson FBDO CL

External matters

General Optical Council

We have continued to maintain a good and professional working relationship with the GOC. There are a number of ongoing issues about which we along with the other optical bodies have been in constant dialogue with the GOC. These include the future systems for CET and CET points requirements, and all related matters.

The Association is grateful to the elected DO members of the GOC who have worked so hard on behalf of the profession: Rosemary Bailey FBDO (Hons) CL, Jennifer Brower FBDO (Hons) LVA Cert Ed, Keith Cavaye FBDO (Hons) CL SMC (Disp), Kim Devlin FBDO (Hons) CL, James Russell FBDO, and ABDOs nominated member is Jo Underwood MSc FBDO (Hons) CL (Hons) SLD PGCE.

LOC Support Unit

During February and March 12 regional meetings were held throughout England and Wales outlining the proposals for the new support unit for LOCs. Following the road shows a special representative meeting was held at the ABDO/FODO headquarters in London at which the resolution to set up the special support unit was approved. The company was incorporated on 27 June and the directors' appointments confirmed, the LOC Central Support Unit Board was established with Tony Garrett and Mike Cody representing ABDO. Its first main meeting was held on 3 September.

Later in September Georgina Gordon was appointed as the first Head of the Unit. She is overseeing the service and ensuring that it helps Local Optical Committees (LOCs) meet the new challenges for enhanced services as well as acting as a focal point for communication across and between the LOCs in their ongoing work as the local voice of the

Annual Report of the ABDO Board of Management 2007

professions. Ms Gordon previously worked as Director of Commissioning at Harrow Primary Care Trust and she has a wealth of experience in general management and nursing in the NHS.

Eye Health Alliance

The Association along with the AOP, FODO, the College of Optometrists and the GOC form the main part of the Eye Health Alliance (EHA). We work together with other organisations and charities such as the RNIB and the International Glaucoma Association to promote eye health to the public, other healthcare professionals and policy makers. The EHA does this primarily through attending NHS and political party conferences, but also through putting on other events throughout the year.

The Royal College of Nursing (RCN) Congress in April was the busiest conference for the EHA in 2007. The visual screening offered to delegates attracted over 500 nurses to the stand.

Transforming eye care for older people was a one-off event which was well attended by a range of key policy and decision makers as well as those involved in providing eye care services. Health Minister Ivan Lewis MP made the closing speech.

The EHA had a strong presence at the political party conferences again in 2007, as well as a stand in the health exhibition they also held a fringe event at each conference. Health Minister Ben Bradshaw MP, Stephen Dorrell MP, and Baroness Neuberger were among the speakers. The events were chaired by Professor Nick Bosanquet.

At the NHS Alliance annual conference in November the

EHA held a workshop on commissioning local eye care services. This was well attended by a number of PCT and practice-based commissioners. Following the event, they received several enquiries about setting up eye care schemes and how to work more closely with optometrists and dispensing opticians.

The annual parliamentary reception was once again hosted by the Rt Hon Kevin Barron MP, who is chair of Health Select Committee. Professor Ian Philp, National Director of Older People's Services also spoke at the reception. An Early Day Motion on eye health tabled on the same day received 77 signatories from MPs.

Eyecare Trust

The Eyecare Trust is a registered charity whose purpose is to raise awareness of all aspects of eye health. It is an organisation which provides both support to the public and the profession with a wide range of advice and information.

2007 was an interesting year for the Eyecare Trust with many new campaigns launched in the optical world.

The main campaign of the year was National Eye Week 2007. The theme was 'Sight after sixty - it's your right'. The actress and author Nanette Newman fronted the campaign.

Within the campaign we were able to highlight the importance of regular eye care, and the main facts about common age related eye conditions such as presbyopia, glaucoma, and age related macular degeneration to name but a few. The main message of the campaign was to show how a simple eye test could possibly improve the quality of their vision and therefore possibly their lives.

The Eyecare Trust is a fantastic organisation, which provides superb unbiased support for the optical profession; however it does require the support from both the public and the profession. It is constantly thinking about new ideas and initiatives to aid Eyecare awareness within the UK.

A definite recommendation is to have a look at the website which contains a lot of valuable information www.eyecare-trust.org.uk and see what is happening in 2008.

Optical Consumer Complaints Service (OCCS)

This year the Optical Consumer Complaints Service were pleased to receive an offer of a one year contract from the General Optical Council to continue to run a conciliation service for 2007 whilst a request for tenders for the on-going provision of service was made by the GOC.

In response to this request for tenders OCCS prepared a full and competitive tender which was considered with others and then accepted by the Council of the GOC. This resulted in an agreed three year contract from April 2008 which will continue the involvement of the professions that has been a feature of the past. There will continue to be representation from ABDO, AOP, College of Optometrists and FODO in addition to lay members on the Independent Committee of Management which provides for a strong background in the profession for the service.

In the light of the new, longer contract the service is now undertaking a review of staffing and resources for the provision of the service. This will include the updating of computer hard and software which will ensure that the level of service provided to practitioners and patients continues to be high and meets the demanding service levels required by the General Optical Council.

ABDO Board of Directors

The Future

2008 will see yet more change in optics. The GOC will decide upon its future size and composition. The LOC Support Unit should start to make a real impact upon the work of the LOCs and the new GOC contract should come into effect. The greatly disliked grandfathering arrangements for a number of DO owned practices should finally be done away with and a new constitution for LOCs adopted.

ABDO will be looking to raise its profile both internally and externally as well as to further enhance the benefits for members.



Nick Atkins FBDO(Hons)CL FBCLA

Professional position: Managing Director of specialist ophthalmic marketing and professional services consultancy, PTR Consultants Ltd; Co-Director of Proven Track Record Ltd, the clinical and commercial training company; Part-time practising contact lens optician; Immediate Past President of the British Contact Lens Association

Specialisation: Contact lenses and marketing

Professional interests: Contact lenses and the success of independent practice

Positions held with ABDO/ADO/FDO: ABDO Board member; Contact lens practical examiner; Journal Advisory Committee; Former CET approver

Personal hobbies/interests: Lifelong fan and season ticket holder of Portsmouth Football Club, music and gigging, mountain biking, playing drums

A 85 Durley Avenue, Cowplains, Waterlooville, Hampshire
PO8 8TZ

T 0870 757 4489

M 07719 602303

E nick.atkins@consultptr.co.uk



Peter Black MBA FBDO

Appointed 15 September 2007

Professional position: Retail development director for Conlons Opticians, an independent regional group of 18 practices that employs over 40 registered dispensing opticians, and around a dozen trainee dispensing opticians

Specialisation: Management, training and development, CET provider

Professional interests: Dispensing training, marketing of the profession to the public

Positions held within ABDO: Practical examiner, former chairman, CET representative and member of ABDO Area 3 committee.

Personal hobbies/interests: Hill walking, fishing, badminton, cooking, travel, wildlife, reading including a wide variety of business/optical subjects, writing, scrabble!

A Conlon & Sons (Opticians) Limited, 1st Floor, Unit 10,
Spinning Gate, Leigh, Lancashire WN7 4PG

T 01942 679841

F 01942 269665

M 07977064134

E training@conlons.co.uk

ABDO Board of Directors



JENNIFER BROWER FBDO(Hons)LVA CertEd

Professional position: Dispensing optician and low vision practitioner

Specialisation: Low vision

Professional interests: Low vision and CET for dispensing opticians

Positions held with ABDO/ADO/FDO: ABDO Board member; Chairman, ABDO London Area (11); Chairman, Low Vision Committee; Chairman, ABDO Benevolent Fund; Member, Continuing Education Review Panel; Member, GOC; Low Vision Honours tutor and examiner; Former member, ABDO Finance and Planning committee; Liveryman, Worshipful Company of Spectacle Makers; Awarded Title: 'Optician' Outstanding Dispensing Optician of the Year 2005; Awarded ABDO Area Prize for Services to London Area 2004; Awarded Hamblin Memorial prize for Services to Optics 1998

Personal hobbies/interests: Classical music and social history

A 140 Watford Road, Croxley Green, Rickmansworth, Hertfordshire WD3 3BZ

T 01923 779595

F 01923 770477

M 07817 475874

E jennifer@brower.co.uk



Keith Cavaye FBDO(Hons)CL FBCLA SMC(Disp) Resigned 15 September 2007

Professional position: Locum contact lens optician and part time lecturer

Specialisation: Contact lenses

Professional interests: CET and optical organisations

Positions held with ABDO/ADO/FDO: Board member, CL committee member, CET committee member, Academic review group member, ABDO representative on DOCET, CL practical examiner, GOC Council member, BCLA council member

Personal hobbies/interests: All the usual stuff

A Lindens, Fenny Road, Stoke Hammond, Buckinghamshire MK17 9BT

T 01525 270407

M 07803 031128

E kscavaye@hotmail.com



Mike Cody FBDO CL Resigned 15 September 2007

Professional position: Contact lens manager for an independent group

Specialisation: Contact lenses

Positions held with ABDO/ADO/FDO: Board member and previous Council member; Area 5 secretary; Member of Remuneration and Audit Committee; Staffordshire LOC Committee Member; ABDO representative of the shadow board to the LOC central support unit

Personal hobbies/interests: Family, cooking and golf

A c/o Colin Lee Opticians, 1 Shrewsbury Mall, Market Square, Rugeley WS15 2JT

T 01889 577492

F 01922 743534

M 0781 7796357

E mikecody@blueyonder.co.uk



Barry Duncan FBDO

Professional position: Practice manager

Specialisation: General dispensing

Professional interests: Practical examinations, DLI tutoring

Positions held with ABDO/ADO/FDO: ABDO Board member; Vice President; Secretary Area 12; CET Rep Area 12

Personal hobbies/interests: Football, gardening and keeping fit

A RS Erskine Opticians, 14 High Street, Dunblane FK15 0AD

T 01786 823397

M 07981 410476

E BrDunc9@aol.com



Jim Gordon FBDO Appointed 15 September 2007

Professional position: Partner, Reid & Gordon Opticians

Specialisation: General dispensing

Professional interests: Promoting the professional image of dispensing opticians

Positions held with ABDO/ADO/FDO: ABDO Board member; Area 7 treasurer

Personal hobbies/interests: Golf, playing music and walking

A Reid & Gordon Opticians, 22 Lemon Street, Truro TR1 2LS

T 01872 275225

F 01872 260505

E bydandjim@hotmail.com



Garry Kousoulou FBDO Appointed 15 September 2007

Professional position: Practice owner

Specialisation: Dispensing optician

Professional Interests: Correcting the uncorrected, communication skills, new progressive designs and most importantly, helping solve public awareness of what we DOs do

Positions held with ABDO: ABDO Board member

Personal hobbies/interests: Spending time with my two children, playing chess, surfing the net

A 5-6 St Onge Parade, Genotine Road, Enfield, Middlesex EN1 1YU

T 020 8364 4444

E garry@goodlookingoptics.co.uk

ABDO Board of Directors



Kevin Milsom FBDO

Professional position: Locum dispensing/contact lens optician

Specialisation: Contact lenses

Professional interests: Contact lenses, current issues

Positions held with ABDO/ADO/FDO: Board Member; President

Personal hobbies/interests: Hill walking, DIY and motor racing

A 8 Church Meadow, Boverton, Llantwit Major,
Glamorgan CF61 2AT

T 01446 793741

F 01446 792218

M 07973 822016

E milsomkevin@yahoo.co.uk



Ted Moffatt FBDO Appointed 15 September 2007

Professional position: Self employed dispensing optician

Specialisation: General dispensing and I especially enjoy dealing with children and the old as both always seem very appreciative of what you are doing for them

Professional Interests: CET, our younger members, examining, our overseas students and commitments, and although I do very little now I always enjoyed training

Positions held with ABDO: ABDO Board member and senior practical examiner

Personal hobbies/interests: I like all ball sports, cricket is my passion, though I have been a 'Spurs' fan since childhood

A 19 Lambs Farm Close, Horsham, West Sussex RH12 4JZ

T 01403 252909

E ted.moffatt@sky.com



Kelly Plahay BSc FBDO

Professional position: Dispensing optician/store director

Professional interests: Dispensing, CET and low vision

Positions held with ABDO/ADO/FDO: ABDO Board member, GOC Fitness to Practice Committee member, Eyecare Trust director and trustee

Personal hobbies/interests: Sport, computing, socialising, TV and films, and listening to music

A 27 High Brook Fall, Lofthouse, Wakefield, West Yorkshire WF3 3EW

T 07979 640116

M 07979 640116

E kelp91@hotmail.com

Advisors to the ABDO Board of Directors



John Pugh BSc FBDO

Professional position: Formerly Head of Ophthalmic Dispensing at Bradford College, visiting lecturer at Bradford University, external moderator for Anglia Ruskin University

Specialisation: Optics

Professional interests: Education/examinations

Positions held with ABDO/ADO/FDO: Chair of Academic Committee, member of Board of Trustees of ABDO College, advisor to ABDO Board, practical examiner, principal examiner in optics

Personal hobbies/interests: Narrowboating, music and reading

A 4 Styveton Way, Steeton, West Yorkshire, BD20 6TP

T 01535656672

E johnpugh@safe-mail.net



James Russell FBDO

Professional position: Dispensing and contact lens optician

Specialisation: Dispensing training and examining and contact lens training and education

Professional interests: Contact lenses

Positions held with ABDO/ADO/FDO: President and Council representative for Area 12; chairman Area 12; former member of Finance, Planning and Communications Committee; practical examiner in dispensing optics

Personal hobbies/interests: Music and songwriting, and trying to stay fit

A 26 River Court, Chartham, Canterbury, Kent CT4 7JN

T 01227 738425

M 07710 265978

Other ABDO representatives

The Board wishes to place on record its appreciation for the time and commitment of the following who represented ABDO or ophthalmic dispensing in other fora in 2006:

GOC	Rosemary Bailey, Jennifer Brower, Keith Cavaye, Kim Devlin and James Russell
Educational Institutions' nomination to the GOC Council	Jo Underwood
JOCEU	John Fried
Eyecare Trust	Kelly Plahay
Eyecare UK	Anthony Garrett, Kevin Milsom
OCCS	Sue Southgate
OVCC	Kevin Milsom

Glossary of terms

ABDO	Association of British Dispensing Opticians
AOP	Association of Optometrists
CET	Continuing Education and Training
DLI	Distance Learning Institute
FMO	Federation of Manufacturing Opticians
FODO	Federation of Ophthalmic and Dispensing Opticians
GOC	General Optical Council
GOS	General Ophthalmic Services
JOCEU	Joint Optical Committee on the European Union
LOCs	Local Optical Committees
LVA	Low Vision Acuity
OCCS	Optical Consumer Complaints Service
PCTs	Primary Care Trusts

ABDO Board of Directors and Committees attendance

1 January 2007 to 31 December 2007

ABDO

Board of Directors

(met 4 times)	
Kevin Milsom	(Chairman) 4
Nick Atkins	2
Peter Black	Appointed 15 September 2007 (Out of 1) 1
Jennifer Brower	4
Keith Cavaye	Resigned 15 September 2007 (Out of 3) 2
Mike Cody	Resigned 15 September 2007 (Out of 3) 3
The late John Coxon	Resigned 24 January 2007 (Out of 1) 0
Barry Duncan	3
Jim Gordon	4
Garry Kousoulou	Appointed 15 September 2007 (Out of 1) 1
Ted Moffat	Appointed 15 September 2007 (Out of 1) 1
Kelly Plahay	3

Advisors to the Board

Brian Mitchell	(Out of 2) 1
John Pugh	2
James Russell	3

ABDO

Benevolent Fund Management Committee

(met once)	
Jennifer Brower	(Chairman) 1
Duncan Counter	0
David Kirk	1
Maureen Taylor	1
David Watson	1

Academic Committee

(met 3 times)	
John Pugh	(Chairman) 3
Rosemary Bailey	3
Tony Botten	3
Christopher Burton	(Out of 1) 0
The late John Coxon	(Out of 2) 2
Andrew Cripps	3
Mo Jalie	1
Liam Kite	1
Julie Lees	3
John Mitchell	2
Elvin Montlake	3
Paula Stevens	3
Jo Underwood	1

CET Committee

(met 3 times)	
Duncan Counter	(Chairman) 3
Helen Carroll	0
Keith Cavaye	3
Jim Gordon	1
Elaine Grisdale	(Out of 2) 2
Sheila Hope	3
Carolyn Molyneux	(Out of 2) 2
Daksha Patel	2
Miranda Richardson	2
Sue Southgate	0
Paula Stevens	3

Contact Lens Committee

(met twice)	
Michael Jaggs	(Chairman of 1) 1

Rosemary Bailey	2
Keith Cavaye	(Chairman of 1) 2
Kim Devlin	2
David Goad	2
John Rogers	2
Graeme Stevenson	1

Journal Advisory Committee

(met twice)	
Tony Garrett	(Chairman) 2
Nick Atkins	(Out of 1) 1
Richard Crook	1
Deanne Gray	2
David Goad	1
Kevin Gutsell	1
Sheila Hope	2
Ann Johnson	2
Ros Kirk	2
Angela McNamee	2
Paula Stevens	2
Gillian Twynning	2

LVA Committee

(met twice)	
Jennifer Brower	(Chairman) 2
Nick Black	2
Albert Dowie	(Out of 1) 1
Anne Eyre	2
Martin Flower	1
Stephen Golding	1
Beverley Ricketts	2
Sarah Routley	1
Gil Smith	(Out of 1) 1
Sally Williams	2



The Association of British Dispensing Opticians

(Limited by guarantee) Registered number 2012484

Report of the directors for the year ended 31 December 2007

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31 December 2007.

Principal activities

The principal activity of the company during the year was that of the support and advancement of the interests and examination of dispensing opticians.

Directors

The directors who served during the year are listed on the previous page.

Directors' responsibilities

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under the law the directors have elected to prepare the financial statements in accordance with the United Kingdom generally accepted accounting practice (United Kingdom Accounting Standards and applicable law).

The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to:

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

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the directors are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditor

A resolution to re-appoint Burgess Hodgson as auditors for the ensuing year will be proposed at the Annual General Meeting in accordance with section 385 of the Companies Act 1985.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Registered office:
199 Gloucester Terrace
London W2 6LD

Signed by order of the directors
Sir Anthony Garrett CBE
Company Secretary
30 April 2008

Independent Auditor's report to the members

We have audited the financial statements of the Association of British Dispensing Opticians (Limited by Guarantee) for the year ended 31 December 2007 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and on the basis of the accounting policies set out on the following pages.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the Directors and Auditor

The directors' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Directors' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and other transactions is not disclosed.

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

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the company's affairs as at 31 December 2007 and of its profit for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Directors' Report is consistent with the financial statements.

Burgess Hodgson

Chartered Accountants & Registered Auditors
Camburgh House, 27 New Dover Road, Canterbury, Kent CT1 3DN
25 June 2008

THE ASSOCIATION OF BRITISH DISPENSING OPTICIANS (LIMITED BY GUARANTEE)

Profit and loss account for the year ended 31 December 2007

	Note	2007 £	2006 £
TURNOVER		2,174,490	2,015,099
Cost of sales		<u>716,226</u>	<u>667,538</u>
GROSS PROFIT		1,458,264	1,347,561
Administrative expenses		1,612,289	1,512,557
Other operating income		<u>(181,876)</u>	<u>(168,170)</u>
OPERATING PROFIT	2	27,851	3,174
Interest receivable		<u>986</u>	<u>159</u>
PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION		28,837	3,333
Tax on profit on ordinary activities	4	<u>187</u>	<u>-</u>
PROFIT FOR THE FINANCIAL YEAR		<u><u>28,650</u></u>	<u><u>3,333</u></u>

THE ASSOCIATION OF BRITISH DISPENSING OPTICIANS (LIMITED BY GUARANTEE)

Balance sheet 31 December 2007

	Note	2007 £	2006 £
FIXED ASSETS:			
Tangible assets	5	479,912	458,589
Investments	6	<u>500,000</u>	<u>500,000</u>
		979,912	958,589
CURRENT ASSETS:			
Debtors	7	476,227	461,183
Cash at bank and in hand		<u>553</u>	<u>1,435</u>
		476,780	462,618
CREDITORS: Amounts falling due within one year	9	<u>359,133</u>	<u>332,298</u>
NET CURRENT ASSETS:		117,647	130,320
TOTAL ASSETS LESS CURRENT LIABILITIES:		1,097,559	1,088,909
CREDITORS: Amounts falling due after more than one year	10	<u>80,000</u>	<u>100,000</u>
		<u><u>1,017,559</u></u>	<u><u>988,909</u></u>
RESERVES:	14		
Profit and loss account	15	<u>1,017,559</u>	<u>988,909</u>
MEMBERS' FUNDS	16	<u>1,017,559</u>	<u>988,909</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

These financial statements were approved by the directors and authorised for issue on 30 April 2007 and are signed on their behalf by:

Kevin Milsom FBDO (President)

THE ASSOCIATION OF BRITISH DISPENSING OPTICIANS

Notes to the financial statements 31 December 2007

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Turnover

Turnover represents subscriptions, examination fees, and continuing education and training. In respect of long-term contracts and contracts for on-going services, turnover represents the value of work done in the year, including estimates of amounts not invoiced.

Fixed assets

All fixed assets are initially recorded at cost. Refer to note 4 for further disclosure with respect to property improvements.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property improvements	2% straight line
Fixtures and fittings	straight line over useful economic life of asset
Computer hardware	straight line over useful economic life of asset
Computer software	straight line over useful economic life of asset
Exam equipment	straight line over useful economic life of asset

Depreciation policies for fixtures and fittings and computer equipment have been changed. Management believe that the revised depreciation policies are more appropriate for these classes of fixed assets.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lesser are charged against profits on a straight line basis over the period of the lease.

Pension costs

The company contributes to the personal pension plans of certain employees, subject to a maximum of 10% of the employee's annual salary. Such contributions are held independently of the company's finances. The contributions made are charged to the profit and loss account as they arise.

Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

2. OPERATING PROFIT

The operating profit is stated after charging:

	2007	2006
	£	£
Staff pension contributions	34,182	32,041
Depreciation of owned fixed assets	51,579	42,275
Auditor's fees	6,500	6,500

3. DIRECTORS' EMOLUMENTS

The directors' aggregate emoluments in respect of qualifying services were:	2007	2006
	£	£
Aggregate emoluments	23,000	24,491

4. TAXATION ON ORDINARY ACTIVITIES

Analysis of charge in the year

	2007	2006
	£	£
Current tax:		
UK Corporation tax based on the results for the year at 20% (2006 - 19%)	187	
Total current tax	187	

5. TANGIBLE FIXED ASSETS

	Property improvements	Fixtures & fittings	Computer hardware	Exam equipment	Computer software	Total
	£	£	£	£	£	£
COST:						
At 1 January 2007	360,919	30,178	74,768	-	186,465	652,330
Additions	-	3,132	24,558	17,636	27,576	72,902
Disposals	-	-	(35,109)	-	-	(35,109)
Transfers	-	(21,475)	-	21,475	-	-
At 31 December 2007	360,919	11,835	64,217	39,111	214,041	690,123
DEPRECIATION:						
At 1 January 2007	27,999	6,872	64,952	-	93,918	193,741
Charge for the year	7,218	2,108	18,003	12,907	11,343	51,579
Disposals	-	-	(35,109)	-	-	(35,109)
At 31 December 2007	35,217	8,980	47,846	12,907	105,261	210,211
NET BOOK VALUE:						
At 31 December 2007	325,702	2,855	16,371	26,204	108,780	479,912
At 31 December 2006	332,920	23,306	9,816	-	92,547	458,589

Property Improvements relate to 199 Gloucester Terrace, a property owned by Eusebius Limited, a company in which the Association of British Dispensing Opticians (ABDO), the Federation of Ophthalmic and Dispensing Opticians (FODO) and the Federation of Manufacturing Opticians (FMO) each beneficially own one third of the issued share capital.

ABDO, FMO and FODO occupy the property owned by Eusebius Limited and each bear one third of the property running costs. The amounts shown in these accounts represent the amounts paid by ABDO in respect of its share of the property improvements. These improvements are depreciated over 50 years on a straight line basis.

6. INVESTMENTS

COST:

At 1 January 2007 and 31 December 2007	500,000
--	---------

NET BOOK VALUE:

At 31 December 2007	500,000
---------------------	---------

As at 31 December 2006	500,000
------------------------	---------

The company owns 500,000 £1 ordinary 'A' shares, being 33.33% of the ordinary issued share capital, in Eusebius Limited.

7. DEBTORS

	2007	2006
	£	£
Trade debtors	33,324	31,365
Amounts owed by undertakings in which the company has a participating interest	40,930	22,796
VAT recoverable	10,897	11,594
The ABDO College	270,746	305,167
Other debtors	18,230	24,002
Prepayments and accrued income	102,100	66,259
	<u>476,227</u>	<u>461,183</u>

The debtors above include the following amounts falling due after more than one year:

	2007	2006
	£	£
The ABDO College	<u>270,746</u>	<u>305,167</u>

8. DEBTORS - THE ABDO COLLEGE

The ABDO College, a registered charity, was originally established under the auspices of the Association of British Dispensing Opticians. As part of its support of that charity the Association entered into a deed of grant on the 14 February 2006 to assist the ABDO College to meet its debts as they fall due and in the furtherance of its charitable objectives for a period of five years.

9. CREDITORS: Amounts falling due within one year

	2007		2006	
	£	£	£	£
Bank loans and overdrafts		82,616		126,466
Trade creditors		182,132		130,168
Other creditors including taxation & social security: PAYE and social security	54,593		51,054	
Other creditors	30,370		10,410	
Accruals and deferred income	9,422		14,200	
		<u>94,385</u>		<u>75,664</u>
		<u>359,133</u>		<u>332,298</u>

10. CREDITORS: Amounts falling due after more than one year

	2007	2006
	£	£
Bank loans	<u>80,000</u>	<u>100,000</u>

11. COMMITMENTS UNDER OPERATING LEASES:

At 31 December 2007 the company had aggregate annual commitments under non-cancellable operating leases as set out below.

	2007	2006
	£	£
Operating leases which expire: within 2 to 5 years	<u>8,000</u>	<u>8,000</u>

12. CONTINGENCIES

The Association of British Dispensing Opticians entered into a deed of grant on 14 February 2006 to assist The ABDO College to meet its debts as they fall due for a period of five years.

13. RELATED PARTY TRANSACTIONS

Charges of £94,000 (2006: £91,000) were made to the Association of British Dispensing Opticians by the ABDO College in respect of costs incurred in the provision of administrative support services.

The Association of British Dispensing Opticians charged the ABDO College £36,000 (2006: £36,000) in respect of administrative salaries.

The Association of British Dispensing Opticians provided a grant of £50,000 (2006: £40,000) to the ABDO College.

As at 31 December 2007 the ABDO College owed the Association of British Dispensing Opticians £270,746 (2006: £305,167)

The Association of British Dispensing Opticians is a member of the ABDO College whose trustees include up to six trustees appointed by the Association of British Dispensing Opticians.

14. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee, not having share capital. In the event of the winding-up of the company each member of the Association undertakes to contribute such amount as may be required, not exceeding £20, either whilst a member or within one year of his membership ceasing.

15. PROFIT AND LOSS ACCOUNT:

	2007	2006
	£	£
Balance brought forward	988,909	985,576
Profit for the financial year	28,650	3,333
Balance carried forward	<u>1,017,559</u>	<u>988,909</u>

16. RECONCILIATION OF MOVEMENTS IN MEMBERS' FUNDS:

	2007	2006
	£	£
Profit for the financial year	28,650	3,333
Opening members' funds	988,909	985,576
Closing members' funds	<u>1,017,559</u>	<u>988,909</u>

Annual Report of the ABDO Benevolent Fund 2007

Notice is hereby given that the eighteenth Annual General Meeting of the Benevolent Fund will be held at The Midland Hotel, Manchester on Sunday 28 September 2008, following the Association's AGM

Agenda

1. Apologies
2. To approve the minutes of the AGM held on 15 September 2007
3. Chairman's report
4. Adoption of accounts for 2007
5. Reappointment of auditors
6. Any other business

Sir Anthony Garrett CBE General Secretary

Note

All ABDO members may attend the Fund's Annual General meeting but only Benevolent Fund members may vote.

Trustees

John Baker
Kim Devlin
Eric Hall
Ros Kirk

Management committee

Jennifer Brower (Chairman)
Duncan Counter
David Kirk
Maureen Taylor
David Watson

The Association of British Dispensing Opticians Benevolent Fund is a registered charity (Registration Number 299447), and is governed by a trust deed dated 10 October 1962.

Principal Address:

199 Gloucester Terrace
London W2 6LD

Auditors:

Burgess Hodgson
Chartered Accountants & Registered
Auditors
Camburgh House, 27 New Dover Road
Canterbury, Kent CT1 3DN

Trustees' report

Charitable objectives

The object of the charity is to assist by donation or grant to necessitous persons who are or were members of the Association or the employees of members of the Association who are engaged in or connected with dispensing optics, and in each case the dependants of such persons. Membership of the Benevolent Fund is open to all members of the Association on payment of a single life subscription of £10.

Statement of Trustees' responsibilities

Charity law and the charity's deed of trust requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Fund and of the income and expenditure of the Fund for that period.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent and prepare the financial statements on a going concern basis unless it is inappropriate to assume that the fund will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the fund and enable them to ensure that the financial statements comply with the requirements of the Charities Act and the trust deed. They are also responsible for safeguarding the assets of the fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Review of the transactions and the financial position

The deed of trust places the administration of the fund with a Management Committee whose review of the transactions and the financial position is as follows:

Connected Charity

The Fund is connected to the ABDO College by unity of administration. The object of the College is to advance and promote education and research in the science and practice of optics for the public benefit and to disseminate the useful results of such research. There were no material transactions between the two charities. Eric Hall is a trustee of both charities.

AUDITORS

The trust deed requires the fund's accounts to be audited. Burgess Hodgson have indicated their willingness to continue in office and accordingly a resolution will be proposed at the forthcoming Annual General Meeting that they be reappointed as auditors to the fund for the ensuing year.

John Baker, Kim Devlin
On behalf of the trustees, 9 April 2008

Management Committee report

During 2007 the fund received a total of £10,348 which included the ABDO grant for the year and affinity card payment.

For the above period the management committee continued to maintain contact with beneficiaries of the fund, reviewing grants as and when it become appropriate. The beneficiaries received a total of £15,507 in 2007.

Life membership continues to cost just £10. Subscriptions and donations support this fund which assists dispensing opticians and their families in times of need.

Jennifer Brower, Chairman

Report of the Auditors to the Trustees of the Association of British Dispensing Opticians Benevolent Fund

We have audited the financial statements on the following pages, which have been prepared under the historical cost convention.

Respective responsibilities of trustees and auditors

As described above the trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of financial statements, and of whether the accounting policies are appropriate to the trust's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the trust's affairs as at 31 December 2007 and of its income and expenditure for the year then ended and have been properly prepared in accordance with the provisions of the Charities Acts.

Burgess Hodgson

Chartered Accountants & Registered Auditors
Camburgh House, 27 New Dover Road, Canterbury, Kent CT1 3DN
25 June 2008

THE ASSOCIATION OF BRITISH DISPENSING OPTICIANS BENEVOLENT FUND

Statement of financial activities

For the year ended 31 December 2007

	2007		2006	
	£	£	£	£
Income and expenditure				
Subscriptions and donations received	165		676	
Grant from ABDO	5,200		5,000	
Affinity card	2,677		2,730	
		8,042		8,406
Investment income				
Bank interest received		2,306		1,864
Total incoming resources		10,348		10,270
Direct charitable expenditure				
Grants to dependants or beneficiaries		15,507		5,742
Other expenditure				
Bank interest payable		-		-
Commission		41		56
NET INCOME/EXPENDITURE FOR THE YEAR		(5,200)		4,472
Fund balance brought forward at 1 January 2007		68,329		63,857
Unrestricted fund balance carried forward		63,129		68,329

THE ASSOCIATION OF BRITISH DISPENSING OPTICIANS BENEVOLENT FUND

Balance sheet as at 31 December 2007

	31.12.2007	31.12.2006
	£	£
CURRENT ASSETS:		
Cash at bank	58,325	55,947
Debtors	10,000	12,382
	68,325	68,329
CURRENT LIABILITIES:		
Creditors	5,196	-
NET CURRENT ASSETS:	63,129	68,329
Net assets	63,129	68,329
Financed by:		
ACCUMULATED/UNRESTRICTED FUND		
Balance Brought Forward	68,329	63,857
Excess of Income over Expenditure for the year	(5,200)	4,472
	63,129	68,329

Approved by the trustees on: 9 April 2008

John Baker Trustee
Kim Devlin Trustee



abdo

Association of British Dispensing Opticians

199 Gloucester Terrace
London W2 6LD

Telephone 020 7298 5100

Fax 020 7298 5111

Website www.abdo.org.uk