



# Annual report 2021

Association of British Dispensing Opticians



# 2021 ANNUAL REPORT of the ABDO BOARD

## EVENTS OF THE YEAR



**F**or the second year running the Association's activities were largely dictated by the Covid 19

*pandemic. Most meetings and events were either cancelled or became part of the new remote world that is now familiar to so many. Despite these restrictions the Association continued to provide as comprehensive service as normal. In July we were even able to resume publication of DO in print after a year of online only presence.*

*The whole ABDO team managed to keep all of our key operations going and to plan for an improved situation in 2022.*

*The President Jo Holmes spent a great deal of time supporting members and attending online events making her period of office very different from what she expected but exceptionally busy all the same. Her dedication was second to none and the whole Association has every reason to be grateful to her.*

*ABDO ended 2021 in a strong financially sound position, with a new five year strategic plan in place. I look forward to its implementation in 2022 and beyond.*

**Sir Anthony Garrett CBE HonFBDO**



### JANUARY

The UK was in its second national lockdown. The Covid 19 vaccine was rolled out across the UK and DOs were included in the prioritised vaccination programme. ABDO continued to maintain a high level of service to members.

ABDO set out its annual plan – promoting the profession was a top priority.

*Dispensing Optics* magazine continued to be available online.

### FEBRUARY

The ABDO Level 5 Management and Leadership course (awarded by CMI) was made available to everyone working within the optical industry.

ABDO continued to supply members with up-to-date advice on providing essential and urgent eyecare.



The GOC concluded its Education Strategic Review (ESR). ABDO welcomed the GOC's acceptance that all qualifications for DOs should be at the same academic level as ABDO's Level 6 Diploma in Ophthalmic Dispensing.

Head of communications Antonia Chitty was awarded a doctorate in creative writing for a novel and critical paper on sight loss, gender and identity.

An online Clinical Hub was launched for members to bring together up-to-date research and current knowledge. The launch focused on myopia management along with a DO guide to eye diseases.

Kevin Gutsell was appointed to take over as editor of *Ophthalmic Lens Availability Online*, a key resource available to all ABDO members.



### MARCH

The CPD department (Continuing Professional Development) looked ahead to anticipated changes to the CET scheme and started informing members about the new CPD scheme. They also urged members to ensure they were on track to achieve all their CET requirements by the end of 2021.

In a letter co-signed by health and social care, ophthalmic and optical leaders in the UK, all practice staff were praised for their passion and commitment throughout the pandemic.

### APRIL

The economy re-opened on 12 April. GOS sight test fees were to be increased for first time in five years by 1.9 per cent. The OFNC vowed to keep pushing for a proper increase which has been badly eroded by rising costs and inflation in recent years.



Association of British Dispensing Opticians



### MAY

ABDO announced plans for the inaugural Social Ethical and Environmental (SEE) Summit and plans to develop a network involving professional bodies, manufacturers, practice owners and practitioners to work together to highlight good practice.

### JUNE

ABDO called for feedback from across the profession on its review of the FBDO syllabus.

### JULY

*Dispensing Optics* magazine back in print.

The ABDO Board met face to face for the first time since the start of the pandemic.

### AUGUST

The ABDO examinations team continued to run exams thorough the summer period which enabled students to sit exams in a safe and comfortable environment at the NRC.

### SEPTEMBER

Gill Bickle and Joshua Smith joined the ABDO Board of Directors for the first time. Julie Lees was re-elected to serve another three year term. Peter Black returned to the board after a short interlude. The election which offered the option for online voting saw one of the biggest ever turnouts.

Eighteen months after taking office, Jo Holmes received the chain of office and Jo presented Daryl Newsome with his vice president's chain of office.

### OCTOBER

ABDO held its inaugural SEE summit on the environment with support from a wide range of optical organisations and professionals.

### NOVEMBER

The first graduation and prize giving ceremony since 2019 was held at Canterbury Cathedral.

ABDO held its first combined face to face and online consultation day and annual meetings of the association and benevolent fund at the National Resource Centre (NRC). Jill Umpleby was presented the Medal of Excellence for her service to the Association over many years.

### DECEMBER

ABDO's Careers in Eyecare campaign won a national award.

Alicia Thompson was awarded a doctorate for her research into paediatric facial anthropometry applied to spectacle frame design.



“ ABDO ended 2021 in a strong financially sound position, with a new five year strategic plan in place. I look forward to its implementation in 2022 and beyond. ”

# SUPPORTING our MEMBERS

## MEMBERSHIP FIGURES



**FULL MEMBERS**  
5156  
**TOTAL MEMBERS**  
8639

## MEMBERSHIP AND BENEFITS

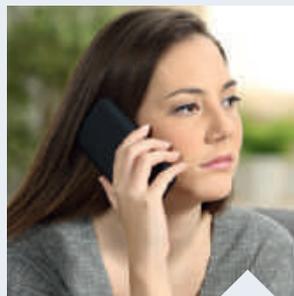
The membership team worked with reduced staff for the first half of 2021 due to the Covid 19 situation. Member queries covered a vast amount of topics relating to the changing times. The team handled



phone calls from distressed members struggling with the lock down conditions. Money worries were a key concern for practice owners due to reduced footfall. We referred many members to our legal helpline to help with employment contracts, mortgage holidays, grants for self-employed people and a number of other issues. The full membership team returned in May and have continued to help members with a number of post-Covid situations. The team was able to amend member gradings during and after the pandemic to reflect new situations.

## ABDO BENEVOLENT FUND

2021 was another busy year for the Benevolent Fund with members continuing to contact us with concerns relating to the impact of Covid. The Fund assisted members in a variety of ways from giving one-off grants to members in need of immediate assistance due to illness or redundancy to helping towards funeral costs. We advised on a range of issues including claiming universal credit, council tax and housing benefits and signposted members to the ABDO legal helpline



and Turn2Us when further advice was needed. Members struggling with debt were put in contact with StepChange – a charity which offers free debt and money management advice.

All applications to the Fund are treated in the strictest of confidence and each one of them is considered with care and thought. The Trustees of the Fund sometimes find other alternatives to help solve problems that are presented. In some cases this has been in the form of loans for members facing short term financial difficulties.

The Fund is for members past and present or their dependants who are struggling for reasons such as an unforeseen change of circumstances like redundancy, bereavement, illness, or relationship breakdown. If you know of anyone who might benefit, please ask them to contact ABDO.

## MANAGEMENT AND LEADERSHIP TRAINING

ABDO's management and leadership training (MLT) courses, accredited by the Chartered Management Institute and leading to a Level 5 qualification, launched in May 2020.

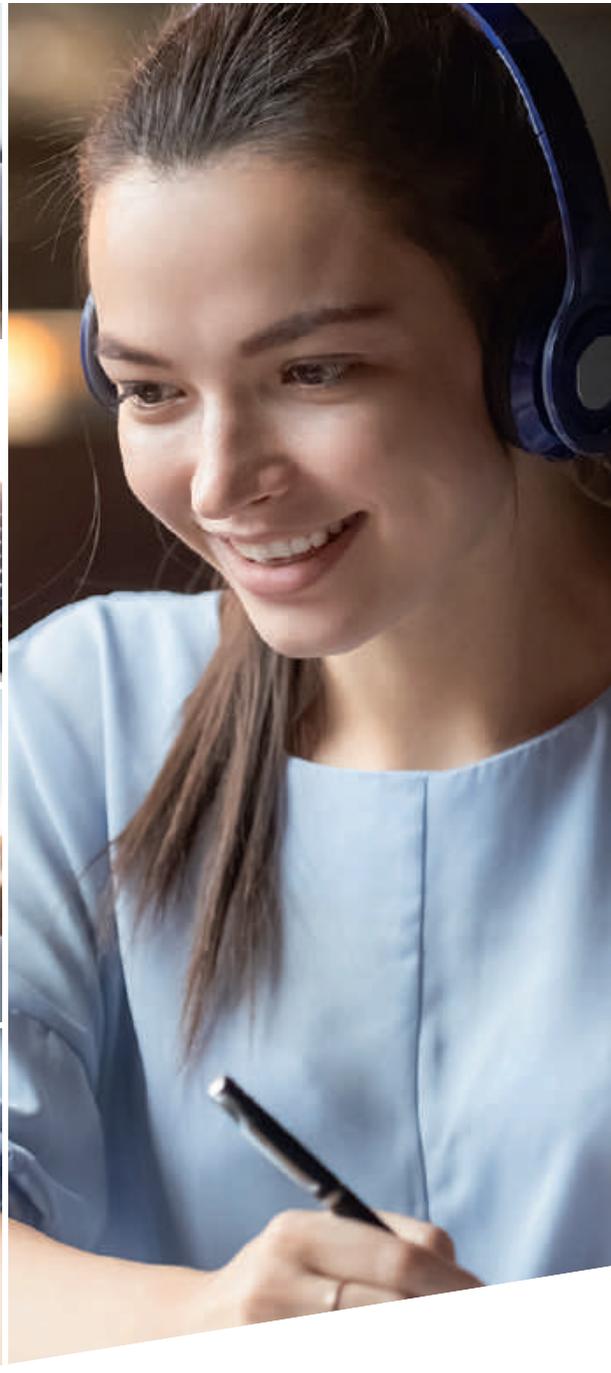
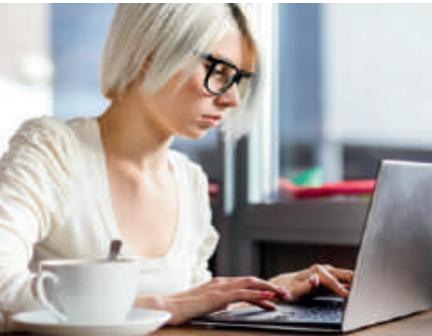
By the end of 2021, 21 students had successfully completed the courses and attained their Level 5 CMI qualifications. This was broken down into six certificates and 15 diplomas. The courses continue to be popular and gain great feedback from students.

There are plans to expand the MLT offer in 2022 by adding workshops and online short courses.

## WEBSITE

The ABDO website continued to be a central focus of information for members, with increased functionality for CPD and exams. New sections launched in 2021 included the Clinical Hub and the SEE Hub for ABDO's social, ethical and environmental campaign and resources.





**ABDO  
MANAGEMENT  
TRAINING**

“ The support I received was fantastic, the tutors were always very helpful and informative. I gained formal knowledge over instinctive managing, the course made it easier for me to reason, explain, and develop others. I'd recommend this course to aspiring managers or managers-to-be. Even the most seasoned leaders would find something to learn during the course. ”

Eva Vorosvaczki

## SUPPORTING our MEMBERS



“ As a company, we hold *Dispensing Optics* magazine in very high regard and it's one of our go-to titles to share news and advertise with to help us communicate with our target audience of eyecare professionals. ”

Tim Precious,  
Managing Director.  
Essilor Ltd

The average monthly circulation of *DO* in 2021

**7,421**  
copies

### DISPENSING OPTICS

*Dispensing Optics (DO)* continued to be published in 2021, with news, CPD articles and features relevant to ABDO members. The Journal was available in print from July.

*DO* is also published digitally each month for members to download in PDF format and to read as a flip-through via the publishing platform Issuu. Subscribers to the bi-monthly *DO* e-newsletter receive a link to the magazine, and *DO Online*, direct to their inbox.

Since members were able to opt out of a printed copy of *DO*, to date (April 2022) 800 (10.25 per cent of members) have chosen this option, which aligns to ABDO's wider #ThinkingGreen strategy. Overseas members enjoy online access.

*DO Online* – the magazine's dedicated online platform – is regularly updated with news and features and is one of the most visited sections of the ABDO website and offers free Bronze job advert placements for ABDO members.

*DO* and *DO Online* continue to expand their marketing opportunities to industry – from display adverts and sponsored print features to online banners, social media packages and sponsored emails.

“ An invaluable monthly publication for keeping up-to-date with everything that is happening within the optical industry. Excellent CPD articles, essential for maintaining registration with the GOC, and regular features covering the latest spectacle lens and frame technology. ”

Raymond Francis FBDO BScHons



## OPHTHALMIC LENS AVAILABILITY ONLINE

Ophthalmic Lens Availability (OLA) brings together data found in a range of manufacturers' catalogues in one handy location. In 2020, ABDO converted the annual print publication into a searchable online database of lenses. OLA Online is now available to all ABDO members as part of their membership.

Early in 2021 Kevin Gutsell replaced Phil Gilbert as editor of Ophthalmic Lens Availability (OLA). He says, "My main and immediate aim was to learn the processes needed to update the numerous pages on the site regarding supplier information and lens availability."



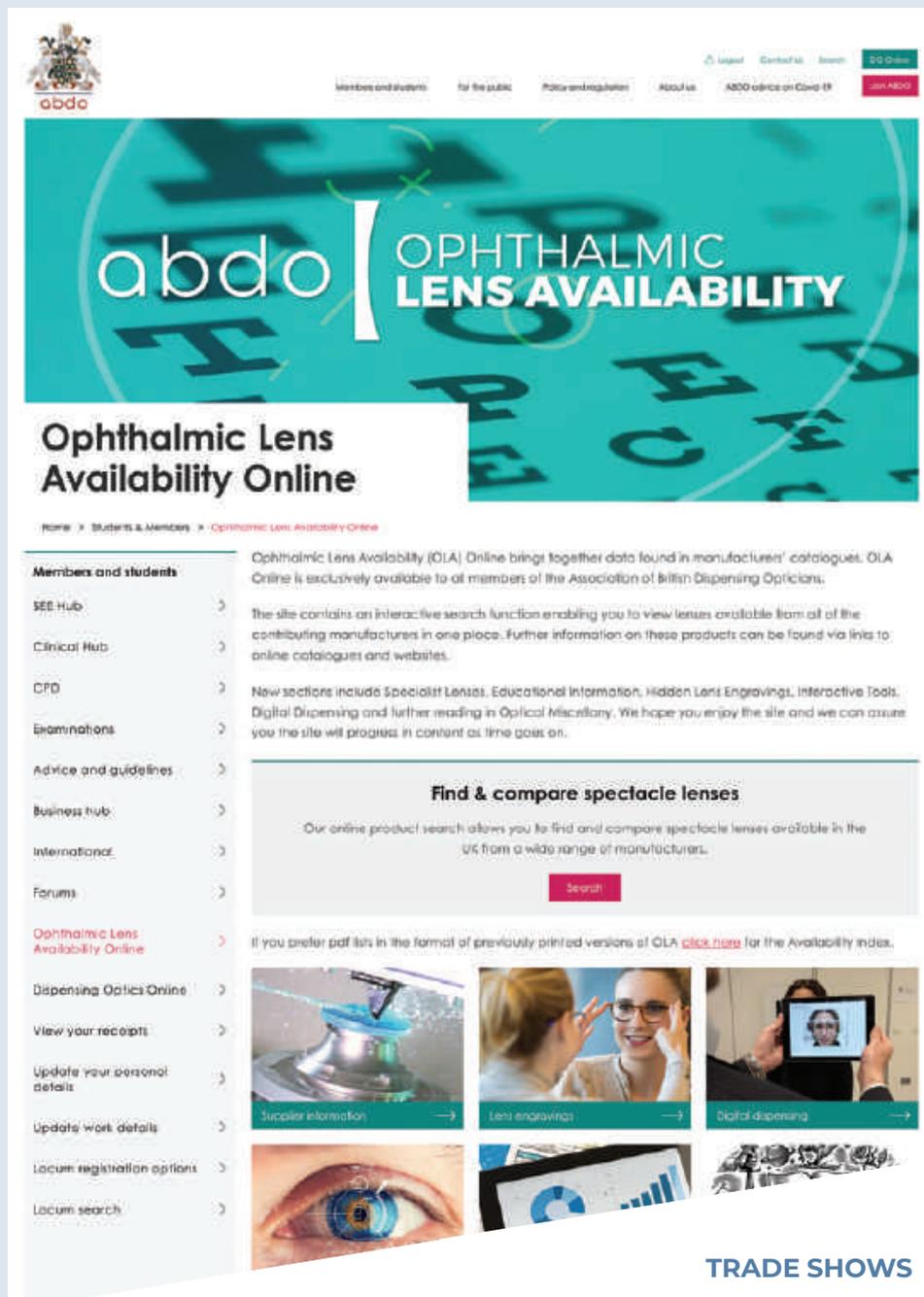
KEVIN GUTSELL

*"There are many elements to the site and the intention in 2021 was to start the process to somehow simplify yet enhance the site to make*

*using, navigating and finding the information easier. This will take some time but there will be progress.*

*"Thanks, of course, to the lens manufacturers without whose information I could not keep the lens information correct."*

If you have feedback on OLA, please email the editor of Ophthalmic Lens Availability (OLA) - Kevin Gutsell. [olaeditor@abdo.org.uk](mailto:olaeditor@abdo.org.uk)



The screenshot shows the ABDO website's Ophthalmic Lens Availability Online section. At the top, there is a navigation bar with links for 'Members and students', 'For the public', 'Policy and legislation', 'About us', 'ABDO advice on Covid-19', and 'Join ABDO'. The main header features the ABDO logo and the text 'OPHTHALMIC LENS AVAILABILITY'. Below this, a large banner reads 'Ophthalmic Lens Availability Online'. A sidebar on the left lists various site sections: SEE Hub, Clinical Hub, CPD, Examinations, Advice and guidelines, Business hub, International, Forums, Ophthalmic Lens Availability Online, Dispensing Optics Online, View your receipts, Update your personal details, Update work details, Locum registration options, and Locum search. The main content area includes a description of OLA Online, a search function for 'Find & compare spectacle lenses', and a section for 'Superior information', 'Lens engraving', and 'Digital dispensing'.

## TRADE SHOWS

*In a year when the industry was looking forward to a single UK optical trade show, Covid once again led to the cancellation of the in-person event. ABDO plans to take part in 100% Optical in 2022. ABDO's presence at the trade shows gives a great opportunity for members and other people from the world of optics to interact with the Association, gain our support and understand how we work.*

## DEVELOPING our MEMBERS



The ABDO NRC Team



### 2021 Student Exams in numbers

PQE Theory .....	137 students
PQE Practical .....	275 students
FQE Theory .....	353 students
FQE Practical .....	276 students
Contact Lens Theory .....	138 students
Contact Lens Practical.....	50 students

*Preliminary qualifying examinations and final qualifying examinations*



### EXAMS

ABDO's Examinations department continued to support the progression of students throughout 2021, offering a variety of professional examinations and practice visits.

The NRC continued to support and accommodate theoretical and practical examinations and many external events throughout 2021. The venue continued with social distancing, infection prevention and control procedures. Candidates were again offered a choice of three theoretical assessment sittings in the year and the department offered four practical examination sessions from January to December 2021.

Students were also supported with online dispensing theory exams in December, and this was well received by the students who sat exams online. It also supported ABDO's aim to reduce its carbon footprint.

The opportunity to offer portfolio case records online submission was again offered to students throughout 2021.

The department continued to allow greater flexibility around supervisory arrangements, and this was well received by students and supervisors.

In Malaysia, practical examinations continued throughout the pandemic thanks to our local team of ABDO examiners.

All students that could not sit exams in 2020 due to the pandemic were offered exams throughout 2021 and the department has now cleared the backlog of exams from 2020.

### abdo | Examinations

We continued to offer supplementary remote examination boards to ratify results as soon as feasible.

ABDO's annual student revision event was successfully delivered in online format.

**“ On visiting the NRC, the staff were supportive and very friendly. The NRC was very clean and the free refreshments, was most welcoming. The day was well structured and I was put at ease by the exams staff. ”**

*Beth Watkinson  
FQE practical student*



### ABDO NRC - NATIONAL RESOURCE CENTRE

With Covid protocols still in place, the NRC proceeded cautiously in 2021 with ABDO dispensing, contact lens and theory exams taking place safely across multiple floors. As the year progressed, we started to see the return of face to face events with our valued external clients such as Specsavers, the Royal College of

Ophthalmologists, LOCSU, LADR, Cooper Vision, and Essilor utilising the NRC's fantastic facilities along with ABDO events such as the consultation day, extended services training and a variety of training workshops.

Summer saw us once again supporting practical

and theory examinations across additional floors making sure all visitors were safe and well looked after following our strict protocols, whilst the team supported external users of the facility with bookings on the fifth floor.

Behind the scenes the team has been eagerly working away at sustainability and green credentials to further enhance the National Resource Centre's reputation and offerings.

### GOOGLE REVIEW

“...beautifully arranged for our exams with all the social distancing in place. Lovely place as well with gorgeous view which helped us relax a bit during exams.”

**NRC** | Birmingham

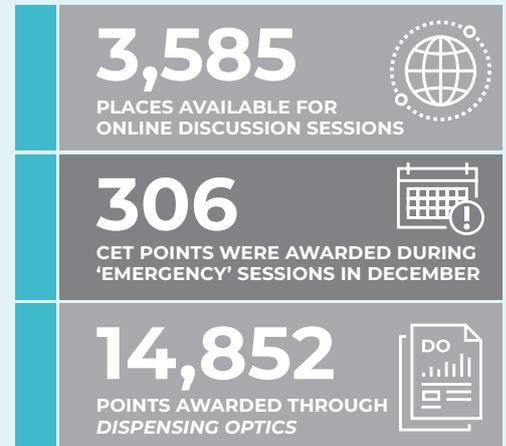
NATIONAL RESOURCE CENTRE

# DEVELOPING our MEMBERS

## WE COVERED ALL THE GOC COMPETENCIES



## WITH COVID-19 RESTRICTIONS IN PLACE



# 6,905

CET POINTS AWARDED VIA RECORDED LECTURES



# 6,835

POINTS AWARDED THROUGH ONLINE WEBINARS



# 101

ONLINE DISCUSSION SESSIONS OFFERED



# 435

OVERALL NUMBER OF VOLUNTEER HOURS  
NOT INCLUDING ABDO STAFF



# 464

DELEGATES COMPLETING CHILD SAFEGUARDING COURSE

## CONTINUING PROFESSIONAL DEVELOPMENT, EDUCATION AND TRAINING

CET provided through ABDO remained only available online owing to the continued social restrictions and uncertainty presented by the Covid 19 pandemic.

points. Additionally, we continued to work with NHS Education for Scotland (NES) to provide dispensing education in Scotland, accessed online. CET webinars and online workshop proved particularly popular with over 1000 members booking onto several lectures in the year. Both these methods of accessing continuing education via ABDO CPD will be continuing in the new GOC CPD cycle.

Many members had faced difficulty in obtaining CET for a whole variety of reasons and some people had delayed accessing online CET in a hope that face to face education would be

available before the end of the year, something that was not possible with Covid restrictions continuing to hamper event planning. In December, owing to our online provision, we were able to offer emergency interactive CET and were able to provide 306 much

needed points. Now the new CPD cycle is in place which looks to generate a culture change in our professional field and support GOC registrants in being responsible for their professional lifelong learning, hopefully emergency CPD will not be required in the future.



ABDO's CPD Team

However, by accessing online peer review, discussion workshops, lectures, recorded lectures, safeguarding modules and distance learning articles, ABDO members were able to obtain over 35,000 CET

abdo CPD

### OUR VOLUNTEERS

- Fiona Anderson
- Ian Anderson
- Tina Arbon Black
- Saima Begum Naroo
- Chris Bottomley
- Karin Brown-Balvert
- Cheryl Hill
- Lynda Matthias
- Kevin Milsom
- Diane Nash
- Richard Rawlinson
- Lesley Parkinson
- Brenda Rennie
- Liz Stringer

*Again, we are extremely grateful to our small team of volunteer facilitators who supported our online workshops in their personal time throughout 2021 and without whom we would not have been able to offer this provision. Also, to the industry sponsors who supported us with education: Sight and Sound Technology, Thea and Eyespace Eyewear.*



“ I learnt a lot and had a lovely time yesterday, with an amazing teacher. ”

*Daksha H*



MAX HALFORD



Focus on OCT event - November 2021 - Birmingham NRC

“ It was a very informative day. I appreciate how difficult it must have been to organise it, with all the COVID restrictions. ”

*Angela T*

“ I thoroughly enjoyed the day, it was really informative and ran at a comfortable pace. ”

*Yasmin N*

### CLINICAL

2021 presented significant challenges for ABDO's work around extended services with both the extended services days (ESD) and OSCE examinations affected. However by the end of 2021 we had a cohort of 25 students who had completed the ESD and were awaiting OSCEs.

ABDO was able to run the first Focus on OCT event at the NRC which gave DOs and CLOs an opportunity to gain hands on experience of a range of OCT equipment and explore the different techniques and clinical outcomes obtainable from this technology.

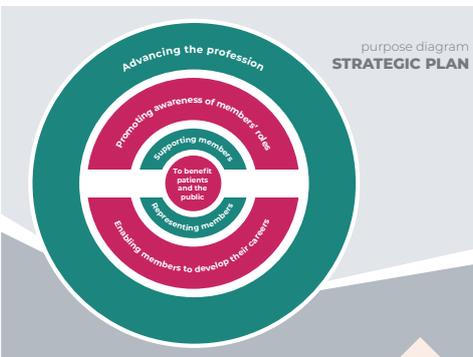
ABDO continued to focus on building the clinical confidence of our members with new resources and information in the Clinical Hub section of the website and more additions to the A to Z of common eye conditions.

“ I felt the whole day was magnificent. Well organised and introduced. Brilliant lectures and practical sessions and great interactions with other professionals. ”

abdo | CLINICAL



# REPRESENTING our MEMBERS



## SEE CAMPAIGN

Launched in 2021, ABDO's social, ethical and environmental (SEE) campaign brings together the optical sector to assess the current state of play on climate change and devise recommendations for the future.

Once it was clear that the way to kick start this campaign was to hold an event, a wide range of optical bodies were invited to take part with the dual aim of contributing information on their members' actions and maximising reach.



In a unique initiative dispensing opticians, contact lens opticians and optometrists joined manufacturers and policy makers in September 2021 to hear about the optical industry's work towards long term sustainability at the SEE Summit with keynote speaker Nick Bridge, the Foreign Secretary's Special Representative for Climate Change.

The event led to a collaboration between organisations supporting the campaign including ABDO, the ACLM, AIO, the AOP, the BCLA, the College of Optometrists, FODO, the OSA, and SightCare. The GOC and the ECOO also attend the meetings.

ABDO has created a valuable set of resources for members who want to become more sustainable in the SEE Hub. Of particular note is the sustainability self-assessment tool which allows individuals and practices to assess their current activity and get ideas to work towards increased sustainability.

In 2022 ABDO will work towards becoming carbon neutral with the long-term aim of achieving net zero emissions and developing more information and resources to support members to do the same.

## STRATEGY

2021 saw a focus on developing ABDO's new strategic plan, which was launched in January 2022 and will guide the organisation's work over the next five years. The strategic plan clarifies ABDO's purpose, sets out our future vision and defines the values that will underpin all our activities on behalf of members.

Developing the strategic plan involved collaboration with Board members, staff, members and external stakeholders, including employers.

ABDO also engaged with important strategic issues, such as the Government's programme of regulatory reform, and represented the organisation on the steering groups that are overseeing the GOC's education reforms and the knowledge hub that will support these changes.

## EYECARE FAQ

eyecareFAQ celebrated seven years of helping to demystify eyecare jargon and share eyecare information and the importance of regular sight tests.



eyecareFAQ took part in social media campaigns across the year including Eye Health Week, Road Safety Week, Glaucoma Week, Diabetes Week and Healthy Eating Week. In 2021 we continued to add new content to the website and eyecareFAQ graphics and material to the members' area.



### CAREERS IN EYECARE

Careers in Eyecare promotes careers across the sector, highlighting the range of clinical, fashion, design, technical and retail roles available. Launched in 2020, the campaign maximises the use of social media to reach out to young people, parents and careers advisers, and those looking to change career. In 2021 it achieved a total reach of 93,473.

ABDO won the **Creating Opportunities award from Youth Employment UK** for its Careers in Eyecare campaign in 2021.

Find the campaign on Facebook, Twitter and Instagram.



### ABDO eNEWS

ABDO continued to send eNews to members. The emails focused on:-

- **Covid / Policy updates**
- **General ABDO news**
- **Dispensing Optics magazine**
- **Mid-month DO optical news**
- **Job vacancies**
- **Business Support Hub resources**
- **Membership benefits**
- **CPD**
- **Sustainability resources**
- **Support for members**

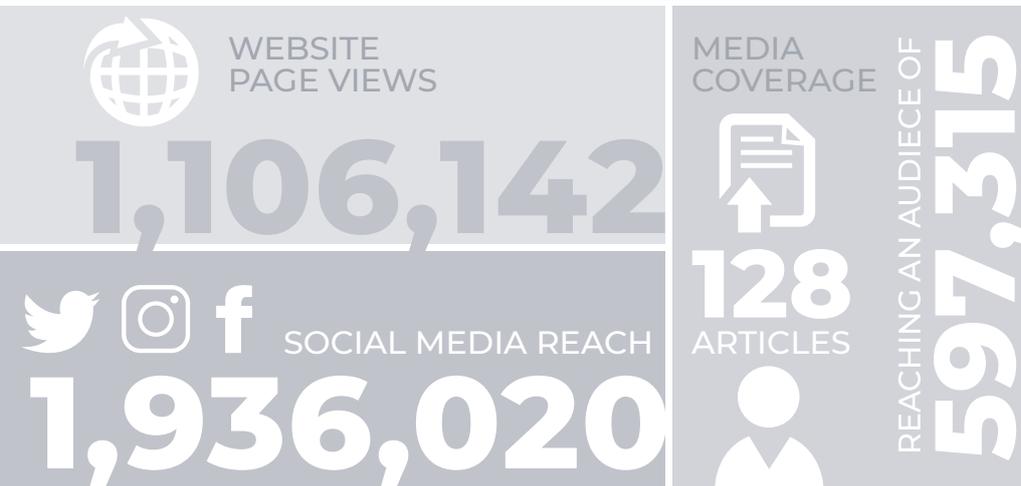
### POLICY AND PUBLIC AFFAIRS

In 2021, Covid 19 remained a priority for the policy and public affairs department. This included work with public health in relation to increased infection prevention control and the provision of personal protective equipment to support members to deliver eye health care and the supply of spectacles safely for them and patients. Alongside this, there was extensive engagement with representative and government bodies throughout the four nations to strongly encourage the optical profession to be receive Covid vaccinations. Internal and external stakeholders were engaged to enable the safe and effective delivery of remote eye care where necessary. These activities helped to ensure the optical profession continued to safely deliver vital eye health and vision for patients through the four nations.

ABDO continues to work towards access for DOs and CLOs to DOCET, government funding for continuing education and training that is currently available only to optometrists. Due to the interruption of Covid, a revised costing paper is required for the four nations' government representatives to discuss the detail to facilitate inclusion of DOs on the DOCET IT platform, along with GOC approval regarding teaching materials linking to DO learning objectives. This will continue to be a priority for 2022.

Dispensing opticians will be included in Scotland's National Low Vision service due to ABDO representation of the skills of the profession. We are continuing to engage with England's National Eyecare Restoration and Transformation Programme to ensure that the evolving roles of DOs and CLOs are taken into account. And in Wales ABDO ensured dispensing and contact lens opticians were represented in contract reform negotiations.

## ABDO IN THE MEDIA STATISTICS



# REPRESENTING our MEMBERS



## INTERNATIONAL

Internationally, face to face activity continued to be disrupted in 2021, with many conferences, meetings and trade shows cancelled. In this context, online meetings became an important tool for nurturing and advancing international relations. Silmo went ahead and was attended amidst strict Covid 19 protocols.

## abdo | International

Elaine Grisdale accepted the position of Secretary of the European Council of Optometry and Optics' (ECOO) Public Affairs and Economic Committee (PAEC). As such, she now also sits on the Executive



ELAINE GRISDALE

Board of ECOO. Information is fed into ECOO from the UK via the Joint Optical Committee of the European Union (JOCEU) with Elaine as Secretary and Peter Black as Chairman for 2021. Information also comes the other way from ECOO and is shared into ABDO to feed into strategy and policy discussions. One topic where a lot of information has been shared is sustainability, with Antonia Chitty presenting to ECOO members on the SEE Summit and Elaine working on this subject within the PAEC committee.

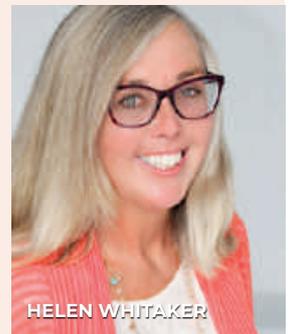
Elaine and Fiona Anderson also remained as Trustees of the European Academy of Optometry and Optics (EAOO). Elaine presented virtually at Vision China in Haikou.

## INTERNATIONAL OPTICIANS ASSOCIATION

Discussions were held concerning organising an in-person event but due to international impacts of Covid and differing rates of recovery, fledgling plans were shelved due to uncertainty and the possibility of financial losses. Instead, Elaine Grisdale presented at virtual events including the Ghanaian Opticians' Association annual meeting, the annual conference of ADONZ and the Global Varilux Summit for Essilor International.

IOT became a new industry partner. Partnerships and subscriptions remained strong despite the pandemic.

The International Optician of the Year attracted interest from around the globe. An expert international panel judged a group of impressive candidates over a number of months. The coveted title was awarded at Silmo in Paris to Helen Whitaker, a business owner and dispensing optician from Canada.



HELEN WHITAKER



**INTERNATIONAL OPTICIANS ASSOCIATION**

## Directors' report

The directors present their report and the financial statements of the company for the year ended 31 December 2021.

### Directors

The directors who served the company during the year were as follows:

- Jo Holmes - *Vice President*
- Daryl Newsome - *Vice President*
- Saima Begum
- Gill Bickle (*appointed October 2021*)
- Peter Black (*appointed October 2021*)
- Lorraine Bleasdale
- Kevin Gutsell
- Gary Kousoulou (*resigned October 2021*)
- Julie Lees (*re-appointed October 2021*)
- Kevin Milsom (*resigned October 2021*)
- Brenda Rennie (*resigned October 2021*)
- Joshua Smith (*appointed October 2021*)

Plus Clive Marchant - *Advisor to the Board*

### Directors' responsibilities statement

The directors are responsible for preparing the directors' 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 that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and 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 judgments and accounting 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 adequate accounting records that are sufficient to show and explain the company's transactions and 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 2006. 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.

### Auditor

Each of the persons who is a director at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the company's auditor is unaware; and
- they have taken all steps that they ought to have taken as a director to make themselves aware of any relevant audit information and to establish that the company's auditor is aware of that information.

### Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of directors on 20 July 2022 and signed on behalf of the board by:

### J Holmes FBDO

Director

### Sir Anthony Garrett CBE HonFBDO

Company Secretary

### Registered office:

Unit 2 Court Lodges, Godmersham Park,  
Godmersham, Canterbury,  
England CT4 7DT

## FINANCIAL SUMMARY FOR MEMBERS

The Covid 19 pandemic continued to have an impact on the operation of the Association. ABDO continued to use the Government job retention scheme's assistance to preserve liquidity and profitability.

In agreement with partner organisations FODO and the FMO the joint headquarters building at 199 Gloucester Terrace was sold at the start of 2021.

During the challenging year under review total income, excluding realised gain, declined by 15.8 per cent compared to the previous year mainly due to decreased examination fees, subscription and donations. The surplus for 2021 was £22,716.00. The administrative expenses decreased by 5.1 per cent due to limited resumption of activities.

## Company Limited by Guarantee - Registered number 02012484

Year ended 31 December 2021

### Independent Auditors Report to the Members of the Association of Dispensing Opticians

(Limited by Guarantee)

Year ended 31 December 2021

#### Opinion

We have audited the financial statements of The Association of British Dispensing Opticians (Limited by Guarantee) (the 'company') for the year ended 31 December 2021 which comprise the statement of income and retained earnings, statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

*In our opinion the financial statements:*

- give a true and fair view of the state of the company's affairs as at 31 December 2021 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report.

We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the company's ability to continue as a going concern for a period of at least twelve

months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

#### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or

- the financial statements are not in agreement with the accounting records and returns; or

- certain disclosures of directors' remuneration specified by law are not made; or

- we have not received all the information and explanations we require for our audit; or

- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

#### Responsibilities of directors

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined in this report, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed here:

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we have considered; the nature of the industry, control environment and business performance with particular reference to the Company's remuneration policies, key drivers for directors' remuneration, bonus levels and performance targets.

Throughout the audit testing we are considering the incentives that may exist within the organisation for fraud. Key areas include timing of recognising income around the year end, posting of unusual journals and manipulating the Company's performance measures to meet targets. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We ensure we have an understanding of the relevant laws and regulations and remain alert to possible non-compliance throughout the audit. Despite proper planning and audit work in accordance with auditing standards there are inherent limitations and unavoidable risk that we may not detect some irregularities and material misstatements in the financial statements. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the

reasonableness of accounting estimates and related disclosures made by the directors.

- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Use of our report

This report is made solely to the company's members, as a body, in accordance with chapter 3 of part 16 of the Companies Act 2006. 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.

#### Accounts prepared and audited by:

Roderick Archibald  
*Senior Statutory Auditor*  
 Burgess Hodgson LLP  
 Chartered Accountants and Statutory Auditor  
 Camburgh House, 27 New Dover Road  
 Canterbury, Kent, CT1 3DN  
 28 July 2022

#### Bankers

Barclays Bank, Churchill Place,  
 London, E14 5HP

#### Solicitors

Hempsons, 40 Villiers Street,  
 London WC2N 6NJ

# The ASSOCIATION of BRITISH DISPENSING OPTICIANS

Company Limited by guarantee - Registered number 02012484  
Year ended 31 December 2021

## STATEMENT of INCOME and RETAINED EARNINGS

31 December 2021

	Note	2021 £	2020 £
<b>Turnover</b>		3,120,199	3,393,571
Cost of sales		<u>1,030,943</u>	<u>980,188</u>
<b>Gross profit</b>		2,089,256	2,413,383
Administrative expenses		2,839,910	3,173,755
Other operating income		<u>788,598</u>	<u>777,222</u>
<b>Operating profit</b>		37,944	16,850
Other interest receivable and similar income		54	376
Other Interest payable and similar expenses		<u>15,278</u>	<u>9,367</u>
<b>Profit before taxation</b>	<b>7</b>	22,720	7,859
Tax on profit		<u>4</u>	<u>71</u>
<b>Profit for the financial year and total comprehensive income</b>		<u><u>22,716</u></u>	<u><u>7,788</u></u>
<b>Retained earnings at the start of the year</b>		<u>1,847,726</u>	<u>1,839,938</u>
<b>Retained earnings at the end of the year</b>		<u><u>1,870,442</u></u>	<u><u>1,847,726</u></u>

All the activities of the company are from continuing operations.

## STATEMENT of FINANCIAL POSITION

31 December 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Intangible assets	<b>8</b>	99,178	136,418
Tangible assets	<b>9</b>	1,162,717	1,492,472
Investments	<b>10</b>	-	500,000
		<u>1,261,895</u>	<u>2,128,890</u>
<b>Current assets</b>			
Debtors	<b>11</b>	493,397	574,788
Cash at bank and in hand		<u>791,612</u>	<u>136,861</u>
		1,285,009	711,649
<b>Creditors: Amounts falling due within one year</b>	<b>12</b>	<u>653,301</u>	<u>876,318</u>
<b>Net current assets / (liabilities)</b>		631,708	(164,669)
<b>Total assets less current liabilities</b>		<u>1,893,603</u>	<u>1,964,221</u>
<b>Creditors: Amounts falling due after more than one year</b>	<b>13</b>	23,161	116,495
<b>Net assets</b>		<u><u>1,870,442</u></u>	<u><u>1,847,726</u></u>
<b>Capital and reserves</b>			
Profit and loss account		1,870,442	1,847,726
<b>Members' funds</b>		<u><u>1,870,442</u></u>	<u><u>1,847,726</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with Section 1A of FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These financial statements were approved by the board of directors and authorised for issue on 20 July 2022 and are signed on behalf of the board by:

**J Holmes FBDO** President

## 1. GENERAL INFORMATION

The company is a private company limited by guarantee, registered in England and Wales. The address of the registered office is Unit 2 Court Lodges, Godmersham Park, Godmersham, Canterbury, CT4 7DT, England.

## 2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

## 3. ACCOUNTING POLICIES

### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through profit or loss.

The financial statements are prepared in sterling, which is the functional currency of the entity.

### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

### Revenue recognition

Turnover represents subscription, examination fees and one off realised gain of sale of property.

### Income tax

Current tax is recognised in profit or loss on taxable profit for the current and past periods. Current tax is measured at the amounts of tax expected to pay or recover using the tax rates and laws that have been enacted or substantively enacted at the reporting date.

### Intangible assets

Intangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated amortisation and impairment losses. Amortisation occurs once the asset is brought into use.

### Amortisation

Amortisation 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:

*Website development .....20% straight line*

If there is an indication that there has been a significant change in amortisation rate, useful life or residual value of an intangible asset, the amortisation is revised prospectively to reflect the new estimates.

### Tangible assets

All fixed assets are initially recorded at cost. Depreciation occurs once the asset is brought into use. Refer to note 9 for further disclosure with respect to property improvements.

### Depreciation

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

*Land and buildings.....2% - 20% straight line*  
*Exam Equipment.....33% straight line*  
*Aston Equipment.....10% straight line*  
*Fixtures and fittings.....20% - 33% straight line*  
*Leasehold.....10% straight line*  
*Computer Hardware.....33% straight line*  
*Computer Software.....10% straight line*

### Investments

Fixed asset investments are initially recorded at cost, and subsequently stated at cost less any accumulated impairment losses.

### Investments in associates

Investments in associates accounted for in accordance with the cost model are recorded at cost less any accumulated impairment losses.

### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

### Government grants

Government grants are recognised using the accrual model and the performance model. Under the accrual model, government grants relating to revenue are recognised on a systematic basis over the periods in which the company recognises the related costs for which the grant is intended to compensate. Grants that are receivable as compensation for expenses or losses already incurred or for the purpose of giving immediate financial support to the entity with no future related costs are recognised in income in the period in which it becomes receivable.

## Financial instruments

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into.

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the profit and loss account in other administrative expenses.

Loans and borrowings are initially recognised at the transaction price including transaction costs. Subsequently, they are measured at amortised cost using the effective interest rate method, less impairment. If an arrangement constitutes a finance transaction it is measured at present value."

## Defined contribution plans

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.

## 4. 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 their membership ceasing.

# NOTES to the FINANCIAL STATEMENTS

Company Limited by guarantee - Registered number 02012484  
Year ended 31 December 2021

## 5. AUDITOR'S REMUNERATION

	2021 £	2020 £
Fees payable for the audit of the financial statements	<u>15,000</u>	<u>15,000</u>

## 6. EMPLOYEE NUMBERS

The average number of persons employed by the company during the year amounted to 32 (2020: 38).

## 7. PROFIT BEFORE TAXATION

Profit before taxation is stated after charging:

	2021 £	2020 £
Amortisation of intangible assets	48,803	48,014
Depreciation of tangible assets	<u>142,354</u>	<u>154,594</u>

## 8. INTANGIBLE ASSETS

	Website £
<b>Cost</b>	
At 1 January 2021	373,192
Additions	11,563
Disposals	(133,120)
<b>At 31 December 2021</b>	<u>251,635</u>
<b>Amortisation</b>	
At 1 January 2021	236,774
Charge for the year	48,803
Disposals	(133,120)
<b>At 31 December 2021</b>	<u>152,457</u>
<b>Carrying amount</b>	
<b>At 31 December 2021</b>	99,178
At 31 December 2020	<u>136,418</u>

## 9. TANGIBLE ASSETS

	Land and Buildings £	Aston (NRC) Equipment £	Fixtures, Fittings and Equipment £	Leasehold £	Computer Software £	TOTAL £
<b>Cost</b>						
At 1 Jan 2021	404,860	543,195	111,991	7,492	1,001,019	2,068,557
Additions	-	-	10,793	-	40,603	51,396
Disposals	(404,860)	-	(46,129)	-	-	(450,989)
<b>At 31 Dec 2021</b>	<u>-</u>	<u>543,195</u>	<u>76,655</u>	<u>7,492</u>	<u>1,041,622</u>	<u>1,668,964</u>
<b>Depreciation</b>						
At 1 Jan 2021	164,104	72,474	96,872	2,247	238,554	574,251
Charge for the year	125	27,160	10,158	749	104,162	142,354
Disposals	(164,229)	-	(46,129)	-	-	(210,358)
<b>At 31 Dec 2021</b>	<u>-</u>	<u>99,634</u>	<u>60,901</u>	<u>2,996</u>	<u>342,716</u>	<u>506,247</u>
<b>Carrying amount</b>						
<b>At 31 Dec 2021</b>	<u>-</u>	<u>443,561</u>	<u>15,754</u>	<u>4,496</u>	<u>698,906</u>	<u>1,162,717</u>
At 31 Dec 2020	<u>240,756</u>	<u>470,721</u>	<u>15,119</u>	<u>5,245</u>	<u>762,465</u>	<u>1,494,306</u>

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 above represent the amounts paid by ABDO in respect of its share of property improvements. These improvements are depreciated over 50 years on a straight line basis.

## 10. INVESTMENTS

<b>Cost</b>	
At 1 January 2020	500,000
Disposals	(500,000)
<b>At 31 December 2021</b>	<u>-</u>
<b>Impairment</b>	
At 1 January 2021 and 31 December 2021	<u>-</u>
<b>Carrying amount</b>	
At 31 December 2021	<u>-</u>
At 31 December 2020	<u>500,000</u>

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

On 22 January 2021 the property held in Eusebius was sold for £3,200,000, resulting in a gain which was equally distributed amongst the owners of Eusebius Limited following the deduction of any relevant taxes, and recognised in the current accounting period.

## 11. DEBTORS

	<b>2021</b>	<b>2020</b>
	£	£
Trade debtors	211,434	232,667
Amounts owed by group undertakings and undertakings in which the company has a participating interest	-	67,952
Other debtors	281,963	274,169
	<u>493,397</u>	<u>574,788</u>

## 12. CREDITORS

<b>Amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	£	£
Bank loans and overdrafts	109,061	109,061
Trade creditors	485,247	486,813
Corporation tax	10	317
Social security and other taxes	40,416	42,432
Other creditors	18,567	237,695
	<u>653,301</u>	<u>876,318</u>

## 13. CREDITORS

<b>Amounts falling due after more than one year</b>	<b>2021</b>	<b>2020</b>
	£	£
Bank loans and overdrafts	<u>23,161</u>	<u>116,495</u>

Loans and debentures are secured by way of fixed and floating charges against the company's assets and undertakings.

## 14. OPERATING LEASES

The total future minimum lease payments under non-cancellable operating leases are as follows:	<b>2021</b>	<b>2020</b>
	£	£
Not later than 1 year	477,493	477,493
Later than 1 year and not later than 5 years	1,334,250	1,334,250
Later than 5 years	738,248	738,248
	<u>2,549,991</u>	<u>2,549,991</u>

## Other investments other than loans

## 15. CONTINGENCIES

The Association of British Dispensing Opticians entered into a deed of grant in February 2016 to assist the ABDO College of Education to meet its debts as they fall due for a period of five years.

## 16. RELATED PARTY TRANSACTIONS

The Association of British Dispensing Opticians, a company limited by guarantee, was controlled throughout the year by its members.

The Association of British Dispensing Opticians charged the ABDO College of Education £330,000 (2020: £330,000) in respect of administrative salaries.

As at 31 December 2021 the Association of British Dispensing Opticians owed the ABDO College of Education £nil (2020: £22,694).

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

At the end of the year the ABDO Benevolent Fund, a connected charity, owed £2,280 (2020: £4,676) to the Association of British Dispensing Opticians.

## ABDO Officers

### The ABDO board of directors

J Holmes FBDO - President  
D Newsome FDDO R CL SMC (Tech) - Vice President  
S Begum FBDO  
G Bickle MSc BSc (Hons) FBDO CL  
P Black MBA FBDO FEA00 AFHEA  
L Bleasdale FBDO  
K Gutsell FBDO (Hons) SLD  
J Lees FBDO  
J Smith BSc (Hons) FBDO Prof Cert LV PG Cert MInstLM  
C Marchant FBDO - Advisor to the Board

### Company secretary

Sir Anthony Garrett CBE HonFBDO

### Registered office

Unit 2 Court Lodges, Godmersham Park,  
Godmersham, Canterbury, England CT4 7DT

# ANNUAL REPORT and FINANCIAL STATEMENTS of the ABDO BENEVOLENT FUND

A registered charity governed by a Trust Deed - **Charity Registration Number 299447**  
Year ended 31 December 2021

## ADMINISTRATIVE AND LEGAL DETAILS

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.

### Trustees

Trustees are appointed by the Board of the Association of British Dispensing Opticians. The trustees during the year ended 31st December 2021 were:

Ms J Holmes (Chair)  
Ms L Matthiaas  
Ms S Williams  
Mr D Kirk  
Ms H Hows  
Ms M Taylor  
Mr K Cavaye

### Principal address

*Unit 2, Court Lodges,  
Godmersham Park,  
Godmersham, Canterbury,  
England CT4 7DT*

### Auditors

*Burgess Hodgson LLP  
Chartered Accountants  
and Registered Auditors  
Camburgh House,  
27 New Dover Road,  
Canterbury, CT1 3DN*

## TRUSTEES' REPORT

### Charitable objectives

The object of the charity is to assist by donation or grant 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.

### 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 gave 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 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 on page 22.

### Connected charity

The fund is connected to The ABDO College of Education 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.

### Auditors

The trust deed requires the fund's accounts to be audited. Burgess Hodgson LLP, have indicated their willingness to continue in office and accordingly a resolution will be proposed at the fund's annual meeting that they be appointed as auditors to the fund for the ensuing year.

### J.Holmes, K. Cavaye

On behalf of the trustees  
**11 March 2022**

## MANAGEMENT COMMITTEE REPORT

During 2021 the fund received a total of £12,030.

For the above period the management committee continued to maintain contact with the beneficiaries of the fund, reviewing grants as and when it becomes appropriate. The beneficiaries received a total of £9,163 in 2021.

### Report of the auditors to the trustees of the Association of British Dispensing Opticians Benevolent Fund

We have audited the financial statements of the Association of British Dispensing Opticians Benevolent Fund for the year ended 31 December 2021. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and the

regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective responsibilities of trustees and auditors

As explained more fully in the statement of Trustees' Responsibilities (set out on page 21), the Trustees are responsible for the preparation of the accounts which give a true and fair view.

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently

materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

#### Opinion on the accounts

In our opinion the accounts:

- give a true and fair view of the state of the Charity's affairs as at 31 December 2021 and of its incoming resources and applications of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Roderick Archibald  
*Senior Statutory Auditor*

Burgess Hodgson LLP  
Chartered Accountants  
and Statutory Auditor,  
Camburgh House,  
27 New Dover Road,  
Canterbury, Kent  
England CT1 3DN

28 July 2022

## ABDO BENEVOLENT FUND Statement of Financial Activities

Year ended 31 December 2021

	2021	2020
£	£	£
<b>Income and Expenditure</b>		
Subscriptions and Donations Received	1,030	1,360
Grant from ABDO	<u>11,000</u>	<u>11,000</u>
	12,030	12,360
<b>Investment Income</b>		
Bank Interest Received	4	27
<b>TOTAL INCOMING RESOURCES</b>	<u>12,034</u>	<u>12,387</u>
<b>Direct Charitable Expenditure</b>		
Grants to Dependants or Beneficiaries	(9,163)	(7,483)
<b>Other Expenditure</b>		
Commission	<u>(18)</u>	<u>(42)</u>
<b>NET INCOME / EXPENDITURE FOR THE YEAR</b>	2,853	4,862
Fund Balance Brought Forward at 1 January 2021	37,339	32,477
<b>UNRESTRICTED FUND BALANCE CARRIED FORWARD</b>	<u>40,192</u>	<u>37,339</u>

## ABDO BENEVOLENT FUND Balance sheet

Year ended 31 December 2021

	2021	2020
£	£	£
<b>Current Assets</b>		
Cash at Bank	38,061	37,658
Debtors	4,411	4,357
Debtors - ABDO	-	-
	<u>42,472</u>	<u>42,015</u>
<b>Current Liabilities</b>		
Creditors - ABDO	2,280	4,676
Net Assets	<u>40,192</u>	<u>37,339</u>
Financed by:		
<b>Accumulated / Unrestricted Fund</b>		
Balance Brought Forward	37,339	32,477
Income over Expenditure for the year	2,853	4,862
<b>UNRESTRICTED FUND BALANCE CARRIED FORWARD</b>	<u>40,192</u>	<u>37,339</u>

Approved by the Trustees on 11 March 2022

J Holmes, K Cavaye Trustees



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Association of British Dispensing Opticians

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