

# HUNTINGTON'S DISEASE ASSOCIATION COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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## Structure, governance and management

### Governing document

The company is a registered charity founded in 1971 and incorporated on 21 May 1986. The charity is governed by the Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr G El-Nimr	
Mr N M Heath (Hon Treasurer)	
Dr E M Howard (Vice-Chairperson)	(Resigned 15 October 2022)
Professor H Rickards (Chair)	
Dr A Fryer	(Resigned 15 October 2022)
Ms C Lyon	
Ms S Barker	
Mr S Duckett	
Dr N Swales	
Ms B E Waters	
Ms H Hubberstey	(Appointed 20 October 2022)
Ms C K Holmes	(Appointed 20 October 2022)
Mr D R Thomas	(Appointed 20 October 2022)

### Recruitment and appointment of trustees

The Trustees are elected to serve a term of three years at the Annual General Meeting by the voting members of the Association who are the Guarantors.

### Organisational structure

The charity is managed by an Executive Council made up of the trustees which met on five occasions during the year.

The trustees have considered the Charity Commission's general guidance on public benefit in relation to the objectives of the charity. This report sets out those objectives and describes how they have been met in the current year.

The Executive Council members focus on the strategic decisions required for the overall governance of the Huntingtons Disease Association and devolve operational running to the management team.

The Chief Executive and senior managers oversee the operational management of the Huntingtons Disease Association within the policies and guidelines approved by the Executive Council. Prior to board meetings, the Chief Executive provides a written update report to the Executive Council on the operational management of the charity which all senior managers have an input into. The reports provide the Executive Council with a detailed overview of the operational progress of the Association. The Chief Executive attends board meetings to discuss the management reports further and answer any questions trustees may have.

### Trustee induction and training

Most trustees are already familiar with the work of the charity and their training involves briefings on their duties and liabilities. Additionally, new trustees receive an induction pack covering:

- The duties of charity trustees;
- An induction pack outlining duties and responsibilities;
- The Association's Memorandum and Articles of Association, strategic plan, latest published annual report and accounts, financial projections and budgets, and project and programme plans and publications;
- Trustee details and staff structure;
- 'The Essential Trustee: what you need to know' (Charity Commission);
- Minutes and reports submitted to the previous three meetings of the board of trustees.

**HUNTINGTON'S DISEASE ASSOCIATION  
COMPANY LIMITED BY GUARANTEE  
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2023**

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**Remuneration policy**

The Trustees have responsibility for setting the pay and remuneration of the charity's key personnel and this is done on an annual basis, including a formal cost of living review. Salaries are benchmarked with other similar organisations across the sector.

**Auditor**

In accordance with the company's articles, a resolution proposing that DSG be reappointed as auditor of the company will be put at a General Meeting.

**Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

**Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees' report was approved by the Board of Trustees.



**Mr N M Heath (Hon Treasurer)**

Dated: 18 October 2023

**HUNTINGTON'S DISEASE ASSOCIATION  
COMPANY LIMITED BY GUARANTEE  
STATEMENT OF TRUSTEES' RESPONSIBILITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

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The trustees, who are also the directors of Huntington's Disease Association for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.