

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE  
FINANCIAL STATEMENTS  
31 DECEMBER 2009**

**Charity Number 1027567  
Registered Number 02852695**

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**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2009**

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**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**COMPANY INFORMATION  
YEAR ENDED 31 DECEMBER 2009**

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**DIRECTORS AND TRUSTEES:**

Mrs S Cox (Secretary)  
Mr P Clow (Chairman)  
Mr A Beesley  
Mr D Perkins  
Mr M Fry  
Dr C Essex

**SECRETARY:**

Mrs S Cox

**REGISTERED OFFICE AND:  
OPERATIONAL ADDRESS**

Beech Lodge  
28 Warwick New Road  
Leamington Spa  
CV32 5JJ

**REGISTERED NUMBER:**

2852695 (England and Wales)

**AUDITORS:**

TGFP  
Fulford House  
Newbold Terrace  
Leamington Spa  
Warwickshire  
CV32 4EA

**BANKERS:**

Lloyds Bank plc  
73 Parade  
Leamington Spa  
Warwickshire  
CV32 4BB

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT  
YEAR ENDED 31 DECEMBER 2009**

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The trustees present their report and accounts for the year ended 31 December 2009

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The company is registered as a charity by the Charity Commissioners (No 1027567) and is recognised as such by the Inland Revenue. The charity is governed by its Memorandum and Articles of Association (incorporated 13 September 1993 and amended by special resolution dated 7 August 2009).

**The trustees**

The directors of the company are also charity trustees for the purpose of charity law. The trustees who served the charity during the period were as follows:

Mrs S Cox  
A Beesley  
Mr D Perkins  
Mr P Clow  
Mr M Fry  
Dr C Essex

**Appointment of trustees**

Appointment of trustees is governed by the deed of the charity. The Board of Trustees is authorised to appoint new Trustees at any time to fill a casual vacancy or as an addition to the existing Director.

**Trustee induction and training**

New trustees undergo an orientation process to brief them on their legal obligations under charity law, the charity's governing documents, the committee and decision making processes, the business plan and recent financial performance of the charity. During the induction process they meet key employees and other trustees. Trustees are encouraged to attend appropriate external and internal training events which will assist them carry out their role.

**Organisation**

The board of trustees administers the charity. The board meets on average six times a year.

The trustees delegate the day to day responsibility for all routine financial matters, staff selection, development and supervision, residents' and staff safety and compliance with all necessary legislation to the Managing Director and Registered Home Manager.

**Risk management**

The trustees have a risk management strategy which comprises:

- An annual review of the risks the charity may face
- The establishment of systems and procedures to mitigate those risks identified
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *(continued)*  
YEAR ENDED 31 DECEMBER 2009**

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**OBJECTIVES AND ACTIVITIES**

The charitable trust is constituted by a Trust Deed and its objects are to

Promote the relief of persons with learning, physical and/or dual sensory disabilities of all ages who are deaf and to provide learning experiences for such persons so as to encourage them to take responsibility for their own welfare as far as they are able and to provide residential accommodation, counselling, education and training in furtherance of these objects

The main objective of the charitable trust continues to be to provide a quality service appropriate to the needs of current users and to seek additional finance and support to meet the needs presented by existing and potential beneficiaries

**ACHIEVEMENT AND PERFORMANCE**

The charity continued to consolidate its activities within the two existing homes and are now at maximum occupancy in both. Careful attention continues to be given to achieving compliance with the Care Homes Regulations and National Minimum Standards. The service has successfully registered with the Care Quality Commission who have taken over the regulatory function in the Care Sector. The service remains rated as "Good".

**FINANCIAL REVIEW**

The trust has managed all its activities within income generated, donations received and fund balances brought forward, these are set out in the Statement of Financial Activities.

The net surplus for the year on unrestricted funds was £78,642 (2008 - £100,081), comprising total incoming resources of £876,734 (2008 - £851,907) and total resources expended of £800,918 (2008 - £757,220).

Total funds increased from £417,306 to £495,948. Cash at bank and in hand decreased in the year to £301,972 from £324,532 in the previous year.

**Reserves policy**

This organisation exists to provide services to adults who are known to be vulnerable due to the nature of their disabilities and difficulties.

The trustees declared financial reserves policy has been to ensure not only financial viability but also service level stability.

The trustees reviewed this policy during 2009 and revised their aim in respect of keeping sufficient "liquid" reserves to meet at least three months revenue expenditure at all times. All revenue income comes from Central and Local Government.

The organisation has in place tight financial control systems to ensure it can meet all revenue expenditure within revenue income.

The organisation operates within a framework of Minimum Standards of Service which is determined by legislation and has a declared policy of seeking additional finance and support to meet the varying needs presented by existing and potential beneficiaries.

The level of reserves that were held at the year end was £495,948.

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT (*continued*)  
YEAR ENDED 31 DECEMBER 2009**

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**Investment powers**

The Trust Deed authorises the trustees to make and hold investments using the general funds of the charity, but no such investments are presently held

**PLANS FOR FUTURE PERIODS**

The organisation will continue to monitor standards and financial stability Throughout the coming year essential renovation work will take place at Chestnut Lodge to continue the focus on high quality provision of accommodation available to beneficiaries During this financial year it was necessary to completely replace the central heating system in Chestnut Lodge at a cost of circa £44,000 resurface the driveways and rear car park at Beech Lodge at a cost of circa £21,700 and refurbishment of both external facades, to meet the terms of our leases, at a cost of circa £16,500 The Trustees do not envisage similar work s in 2010 It is planned to convert an office area into an additional bedroom with en-suite facilities to mobility standard The Trustees will continue to build reserves, above the standard policy level The purchase of an appropriate building will be considered when the financial climate becomes more stable

**RESPONSIBILITIES OF THE TRUSTEES**

The trustees (who are also the directors of Deafinitely Independent for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law 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 charity at the end of the year and of the incoming and outgoing resources for the year then ended

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, observe the methods and principles in the Charity SORP, making judgements and estimates that are reasonable and prudent The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006 The trustees 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

**STATEMENT AS TO DISCLOSE OF INFORMATION TO AUDITORS**

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT (*continued*)  
YEAR ENDED 31 DECEMBER 2009**

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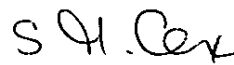
**AUDITOR**

A resolution to re-appoint TGFP as auditor for the ensuing year will be proposed at the annual general meeting

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies

Registered office  
Beech Lodge  
28 Warwick New Road  
Leamington Spa  
Warwickshire  
CV32 5JJ

Signed by order of the trustees



MRS S COX  
Company Secretary

Approved by the trustees on 5/8/10

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
DEAFINITELY INDEPENDANT  
YEAR ENDED 31 DECEMBER 2009**

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We have audited the financial statements on pages 8 to 14 which have been prepared under the historical cost convention and the accounting policies set out on page 11

This report is made solely to the charitable company's members, as a body in accordance with Section 495 and 496 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's trustees as a body, for audit work, for this report, or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE AUDITOR**

The trustees' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practices) are set on pages 1 to 5.

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, are properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and are prepared in accordance with the Companies Act 2006. We also report to you if, in our opinion, the Trustees Annual Report is not consistent with the financial statements,

In addition, we report to you, if in our opinion, the charitable 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 trustees' remuneration and other transactions is not disclosed.

We read the Report to the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it. Our responsibilities do not extend to any other information.

**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 in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity'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.



**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
DEAFINITELY INDEPENDENT (*continued*)  
YEAR ENDED 31 DECEMBER 2009**

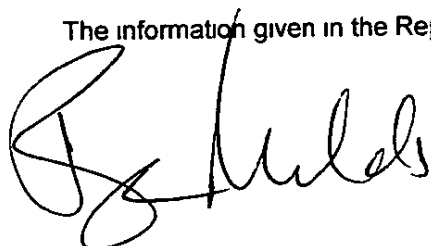
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**OPINION**

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 charitable company's affairs as at 31 December 2009 and of its surplus for the then year ended and have been properly prepared in accordance with the Companies Act 2006

The information given in the Report to the Trustees is consistent with the financial statements



Ben R Reynolds (Senior Statutory Auditor)  
for and on behalf of TGFP  
Fulford House  
Newbold Terrace  
Leamington Spa  
Warwickshire  
CV32 4EA

10/08/2010

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 DECEMBER 2009**

	Note	Total Funds 2009 £	Total Funds 2008 £
<b>INCOMING RESOURCES</b>			
Generated funds			
Voluntary income			
Donations		1,133	4,027
Investment income	2	2,826	5,394
From charitable activities			
County Councils and DSS		875,601	847,880
<b>TOTAL INCOMING RESOURCES</b>		<b>879,560</b>	<b>857,301</b>
<b>RESOURCES EXPENDED</b>			
Costs of charitable activities	3	785,570	746,413
Governance costs	4	15,348	10,807
<b>TOTAL RESOURCES EXPENDED</b>		<b>800,918</b>	<b>757,220</b>
<b>NET INCOMING RESOURCES FOR THE YEAR</b>		<b>78,642</b>	<b>100,081</b>
Fund balances brought forward		417,306	317,225
Fund balances carried forward		<b>495,948</b>	<b>417,306</b>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included.

The notes form part of these financial statements

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET  
31 DECEMBER 2009**

	Note	2009 £	2008 £
<b>FIXED ASSETS</b>			
Tangible assets	8	201,887	127,963
<b>CURRENT ASSETS</b>			
Debtors	9	29,735	21,280
Cash at bank and in hand		301,972	324,532
		<u>331,707</u>	<u>345,812</u>
<b>CREDITORS: Amounts falling due within one year</b>	10	<u>(37,646)</u>	<u>(56,469)</u>
<b>NET CURRENT ASSETS</b>		<b>294,061</b>	<b>289,343</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>495,948</b>	<b>417,306</b>
<b>NET ASSETS</b>		<b>495,948</b>	<b>417,306</b>
<b>FUNDS</b>			
Unrestricted		495,948	417,306
<b>TOTAL FUNDS</b>		<b>495,948</b>	<b>417,306</b>

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET (*continued*)  
31 DECEMBER 2009**

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These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

These financial statements were approved by the Board of Trustees on 5/9/10 and are signed on their behalf by



PETER CLOW

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2009**

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**1. ACCOUNTING POLICIES**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006, the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and the Financial Reporting Standard for Smaller Entities (effective April 2008)

**Incoming resources**

Incoming resources from County Councils, other agencies, donations and investments are included when receivable. Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it relates.

**Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include audit fees and costs linked to the strategic management of the Charity.

**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:

Fixtures and Fittings	-	20% straight line
Motor Vehicles	-	25% reducing balance
Computer Equipment	-	20% straight line
Leasehold Improvements	-	Over the term of the lease

Improvements to property not subject to a leasehold interest are written off in the year of the expenditure.

**Operating Leases**

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

**2. INVESTMENT INCOME**

	2009 £	2008 £
Bank interest receivable	<u>2,826</u>	<u>5,394</u>

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2009**

**3. COSTS OF CHARITABLE ACTIVITIES**

	2009 £	2008 £
Wages and salaries	435,295	364,001
Staff welfare and recruitment	774	1,086
Rent	126,427	122,250
Rates & water	7,075	6,859
Light and heat	12,864	18,577
Insurance	10,147	8,178
Residents and housekeeping allowances	42,162	52,474
Residents' holiday costs	16,424	15,319
Cleaning and laundry	1,429	1,231
Refurbishment and relocation	14,948	34,320
Registration fees	14,542	9,819
Freelance careworkers and enablers	32,508	46,554
Travelling and minibus expenses	16,409	18,622
Health and safety	7,029	3,367
Programme support	5,336	5,320
Social support	4,528	7,441
Equipment hire	3,818	3,947
Depreciation of fixed assets	33,855	27,643
Profit on disposal of fixed assets	-	(595)
	<u>785,570</u>	<u>746,413</u>

**4. GOVERNANCE COSTS**

	2009 £	2008 £
Telephone	5,280	4,578
Bank Charges	634	937
Stationery and postage	5,003	3,586
Accountancy fees	4,209	1,655
Legal and professional	-	-
Sundry expenses	222	51
	<u>15,348</u>	<u>10,807</u>

**5. NET INCOMING RESOURCES**

	2009 £	2008 £
Net resources are stated after charging		
Auditors remuneration	4,209	1,655
Depreciation	33,855	27,643
Profit on disposal of fixed assets	-	(595)
Operating leases	<u>126,427</u>	<u>122,250</u>

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2009**

**6. STAFF COSTS**

	2009 £	2008 £
Salaries	398,701	335,149
Social security costs	34,594	28,852
	<u>435,295</u>	<u>364,001</u>

The average number of staff employed by the charity during the financial year amounted to

	2009 No	2008 No
Direct charitable services	26	21

No employees received emoluments over £50,000

**Trustees' Remuneration, Expenses and Benefits**

There were no trustees' remuneration or other benefits for the year ended 31 December 2009 nor for the year ended 31 December 2008

There were no trustees' expenses paid for the year ended 31 December 2009 nor for the year ended 31 December 2008

**7. TAXATION**

No liability to UK corporation tax arose on ordinary activities for the year ended 31 December 2009 nor for the year ended 31 December 2008

The company is registered as a charity and as such is not liable to corporation tax

**8. TANGIBLE FIXED ASSETS**

	Equipment £	Fixtures & fittings £	Motor vehicles £	Leasehold property £	Total £
<b>COST</b>					
At 1 January 2009	27,818	228,319	66,078	125,915	448,130
Additions	2,179	4,277	4,900	96,422	107,778
Disposals	-	-	-	-	-
<b>At 31 DECEMBER 2009</b>	<u>29,997</u>	<u>232,596</u>	<u>70,978</u>	<u>222,337</u>	<u>555,908</u>
<b>DEPRECIATION</b>					
At 1 January 2009	21,609	218,300	38,931	41,326	354,021
Charge for the year	2,514	5,304	8,013	18,024	33,855
Eliminated on disposal	-	-	-	-	-
<b>At 31 DECEMBER 2009</b>	<u>24,123</u>	<u>223,604</u>	<u>46,944</u>	<u>59,350</u>	<u>354,021</u>
<b>NET BOOK VALUE</b>					
<b>At 31 DECEMBER 2009</b>	<u>5,874</u>	<u>8,992</u>	<u>24,034</u>	<u>162,987</u>	<u>201,887</u>
At 31 December 2008	<u>6,209</u>	<u>10,019</u>	<u>27,147</u>	<u>84,589</u>	<u>127,964</u>

**DEAFINITELY INDEPENDENT  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2009**

**9. DEBTORS: Amounts falling due within one year**

	2009	2008
	£	£
Trade debtors	24,738	10,375
Other debtors	-	600
Prepayments	4,997	10,305
	<u>29,735</u>	<u>21,280</u>

**10. CREDITORS: Amounts falling due within one year**

	2009	2008
	£	£
Trade creditors	22,074	24,205
PAYE and social security	8,815	6,222
Accruals	6,757	26,042
	<u>37,646</u>	<u>56,469</u>

**11. OPERATING LEASE COMMITMENTS**

The future minimum payments to which the company is committed at 31 December 2009 under operating leases are payable as follows

	2009	2008
	£	£
Due to expire		
Over five years	<u>129,500</u>	<u>122,250</u>

**12. MEMBERS LIABILITY**

The company is limited by guarantee and does not have share capital. Each member of the company undertakes to contribute to the assets of the company in the event of the same being wound up while they are a member, or within one year after they cease to be a member, for payment of debts and liabilities of the company contracted before they cease to be a member, and of the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding twenty pounds.

**13. RELATED PARTY TRANSACTIONS**

The directors did not receive any emoluments or other benefits in the year.

**14. CONTROLLING PARTY**

The charity's controlling party is the board of directors.