

Charity number: 1047945
Company number: 03061079

Cyswllt Contact Limited
(A company limited by guarantee)
(formerly Cyswllt Ceredigion Contact Limited)
Trustees' report and financial statements

for the year ended 5 April 2011



Cyswllt Contact Limited
(A company limited by guarantee)

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Cyswllt Contact Limited
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Legal and administrative information

Former company name	Cyswllt Ceredigion Contact Limited	Name changed on 9 June 2008
Charity number	1047945	
Company registration number	03061079	
Registered office	23 – 27 North Parade Aberystwyth Ceredigion SY23 2JN 01970 626470 Website www.recovery.org.uk	
Trustees	WM Crockett D Lucas A Thomas A Kenny B Williams D Eisenberg S Jones-Davies A Clark	Appointed 6/12/2010
Secretary	Wendy Crockett	
Chief executive	Nicola Webb	
Auditors	Morgan Griffiths LLP Cross Chambers 9 High Street Newtown Powys SY16 2NY	
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME17 4JG	Lloyds Bank plc 12 Terrace Road Aberystwyth Ceredigion SY23 1NS
Solicitors	Powell Davies Market Chambers, 27 Eastgate Aberystwyth Ceredigion SY23 2AR	

Cyswllt Contact Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
For the year ended 5 April 2011

The trustees present their report and the financial statements for the year ended 5 April 2011

Constitution, Objects and Principal Activities

The Charity is constituted as a Company limited by guarantee, and is governed by memorandum and articles of association

The trustees, who are also the directors, meet every two months. The trustees of the charity also comprise its membership. Trustees are appointed by the existing board at each annual general meeting, being proposed by members. One third of the trustees retire by rotation at each annual general meeting (AGM). When a trustee resigns they also resign as a member. The Trustees who served during the year and up to the date of this report, are as stated on the information page.

Trustee vacancies and additional appointments may be made by the trustees, such trustees holding office only until the next following AGM.

Day-to-day management of the charity is delegated to the Director and the management team, who attend and present to the trustees at the bi-monthly meetings.

The principal activities of the charity are to

- 1 Advise and assist persons with alcohol or drug related problems, or connected personal problems associated in overcoming those problems
- 2 Assist the families and dependants of such persons
- 3 Advance the education of the general public with regard to the misuse of drugs, alcohol and other substances

Developments and Activities

How our activities deliver public benefit

Our main activities and who we try to help are explained below. All our charitable activities focus on the prevention and treatment of addiction and are undertaken to further our charitable purposes for the public benefit. The trustees have had regard to Charity Commission guidance on public benefit. We endeavour to meet the needs of largely rural communities here in Wales and provide services covering the Dyfed Powys region.

Staff and Developments

Over the year Cyswllt Contact lost three members of staff all of whom played a large part in the organisation and are sadly missed. These were

Geraint Roberts (Business Manager)
Leanne Roberts (Aberystwyth Administrator)
Kate Shelley (Support Worker – Maternity Cover)

Cyswllt Contact would like to thank all of these staff members for their hard work and contribution towards the cause we serve.

We also welcomed 8 new members to our team who are already playing vital roles in delivering the services we pride ourselves on. These are

Marianne Ashling (Cardigan Receptionist)
Stephanie Greest (Cardigan Trainee Counsellor)
Ruth Heneghan (Aberystwyth Receptionist)
Kirsty Jarrett (Young Peoples Coordinator)
Paul Medcalfe (Senior Mentor)

William Ridley (Finance Officer)
David Wall (Pembrokeshire Peer Mentor Coordinator)
Lawrence White (Powys Peer Mentor Coordinator)

Cyswllt Contact continues to have difficulty in funding and recruiting for our counselling service. However, we are pleased to have been able to recruit a local trainee counsellor for our Cardigan Centre.

Projects

Peer Mentoring Project

As the Peer Mentoring Scheme entered its second year efforts were focussed on establishing clear referral pathways as well as the continuation of some of the great results achieved in year one. The strong working relationship established with our partner agency Turning Point Cymru continued into year two of the project with both the delivery and management teams meeting on a quarterly basis. Cyswllt Contact was also pleased to enter into a new partnership with Kaleidoscope who kindly donate premises for the Powys project to operate from.

Wrap-Around Project

Supporting People continue to fund and enable us to provide high quality support services which allow individuals to stabilise enough to access treatment for their substance misuse. This project provides access to housing, advice and information on benefits and debt management as well as encouraging motivation towards positive change. The staff work closely with Peer Mentors from our Peer Mentoring project to match individuals to Mentors who can support informally and keep them engaged in diversionary activities, treatment and support them to reintegrate back into their communities and eventually back into employment.

Drug Interventions Programme (DIP)

The Drug Intervention Programme has gone through some major developments this year as it faced future reductions in funding from the Criminal Justice System. The Programme has managed to weather the political climate and will operate in a new, less integrated, cost effective way from April 2012.

Diversionary Work

With the support of all the project workers this element of provision has been essential in allowing individuals to build self esteem, promote non using friendships and work towards an active, healthy lifestyle far from the lives they are trying to leave behind.

Pembrokeshire

Cyswllt Contact continues to offer treatment packages from Cardigan for clients and their families in Pembrokeshire. However, due to successful capital bids during the year we are now able to offer a selection of programmes from our Haverfordwest offices reducing travel time by up to an hour in some cases.

Eating Disorders

Previous eating disorder work has shown the need for these services in Ceredigion and therefore Cyswllt Contact continues to seek new funding in order to re-launch new innovative projects based upon our previous experience.

Youth Services

Cyswllt Contact has played a key role in the development and launch of a new multi-agency virtual youth team providing specialist substance misuse help for under 18s. Although the project is in its early stages Cyswllt Contact, Tîm Teulu and SUDDS are confident this new form of service delivery will provide a far more integrated and client centred approach. A successful SMAF funding application has allowed the creation of a new under 18s centre in Aberystwyth to house the virtual team.

Activities

Cyswllt Contact received 588 referrals between April 2010 and March 2011, this represents a 38% increase on last year's figure (362). This is due to the increased referrals into the Peer Mentoring Project as it entered its second year. Changes to how data was collected may also have had an impact on referral numbers, comparisons between the years 2010 – 2011 and 2011 – 2012 may have more

meaning Roughly 73% of referrals engaged with services This year there has been an increase in clients successfully completing abstinence based day treatment (77%), 80% successfully completed Aftercare and many of these either returned to previous employment or were successful in securing new employment This continues to demonstrate a good long-term record for those completing treatment

Alcohol-only clients continue to make up the largest group with 48% of all referrals as in 2009 – 2010 (49%) Referrals for clients using both alcohol and drugs have increased by 6% with referrals for drugs and family remaining broadly similar to previous years Meanwhile, the male/female divide has grown with 64% of all referrals being male

Over the year, referrals to Cyswllt Contact continued to be overwhelmingly made by the clients themselves, accounting for 60% of all referrals, there is a 2% increase in self referrals over the previous year Referrals from the remaining sources are fairly evenly spread However, there has been an 8% increase in referrals from health services throughout the year The second largest referral source is Criminal Justice accounting for 10%

Ceredigion continued to form by far the greatest client catchment area with 92% of all referrals 25% of all Ceredigion referrals were to the Cardigan Centre which receives approximately 1/3 of all referrals 5% of referrals were from Pembrokeshire and 4% were from other areas

The usual drop in referrals can be seen during the Christmas period There is little difference in proportions apart from amongst Family Members, referrals of which are much higher to the Cardigan Centre

Wraparound Support provided practical advice to 80 clients totalling 525 sessions throughout the year Of these 64% were males and 36% females showing this service is predominately accessed by males 24 formal compliments were received from clients themselves who wished to express their gratitude for the real impact this service had on their lives Wraparound support has prevented numerous clients from becoming homeless as a result of the extensive changes the benefits system is currently experiencing

Financial Position

Cyswllt Contact has been expanding steadily over the last five years due to an increased demand for services and a number of new funding streams Originally expecting to pass the £500,000 milestone in the year 2010 – 2011 Cyswllt Contact has exceeded this figure and more than doubled its income to just over £1m This is largely due to a number of successful capital bids although some new funding for both existing and new projects has also been secured

These large capital projects have placed considerable pressure on the organisation to ensure their successful management and completion The purchase of Cyswllt Contact's first ever charity owned centre (extensive renovation started in May 2011), move to much larger premises in Aberystwyth, opening of our first ever Pembrokeshire offices in Haverfordwest and creation of a specialist under 18's centre are an indication of the success and hard work of the organisation and its staff

As the Peer Mentoring Scheme settled into its second year the financial pressure it originally placed on the organisation began to ease This has allowed the charity to concentrate resources on securing match funding to maximise the impact of the project Cyswllt Contact is now looking forward into year three of the scheme with the hope of developing the project further

Due to the current financial climate the 'no-frills' budget remains in place and will continue into 2011 - 2012 In order to ensure the charity remains competitive and in the best possible position to access new funding streams projects are becoming far less integrated so they can work effectively independently as well as part of a team Cyswllt Contact is eager to continue exploring new challenges and funding opportunities enabling us to continue growing and provide the best possible services for our clients in 2011 – 2012

Policies and Financial Management

- 1 The charity seeks to set aside out of its unrestricted funds sufficient to cover immediate staff costs (notice and redundancy), and the average amount of central running costs for a one-month period, should it face an unexpected shortfall in funding. The targeted reserve is currently £83,447. At the end of the financial year unrestricted funds stood at £110,526. In the next financial year we will be seeking to continue to build upon these as the charity continues to grow.
- 2 The trustees are empowered by the Articles of Association to invest the funds of the Charity as they see fit. Any funds not required for immediate expenditure are placed in a separate bank account until required.
- 3 The trustees confirm that they have identified major risks to which the charity is exposed and have established systems to mitigate these risks. Cyswllt Contact is currently developing its risk policy further, this should be completed and implemented during the next financial year.

Internal financial risks are minimised by the implementation of control and authorisation procedures. Procedures are in place to ensure compliance with health and safety for staff, clients and visitors to the centre.

The continued implementation and development of the Drugs and Alcohol National Occupation Standards (DANOS) has ensured a consistent quality of delivery for all operational aspects of the charity.

All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Statement of trustees' responsibilities

The trustees (who are also directors of Cyswllt Contact Limited for the purpose of company law) are responsible for preparing the Trustees' Annual Report 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, 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 financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

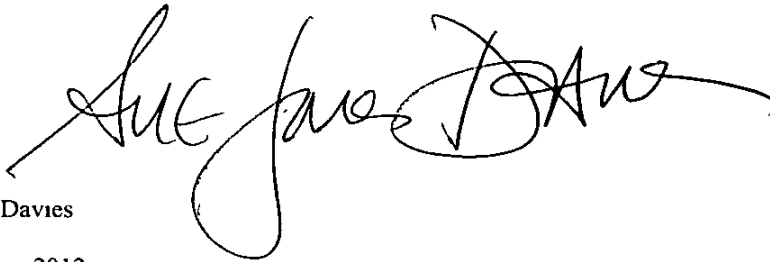
Statement as to disclosure of information to auditors

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.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

On behalf of the board

A handwritten signature in black ink, appearing to read 'S Jones-Davies', written in a cursive style.

S Jones-Davies
Trustee
26 January 2012

Report of the Independent Auditors to the Trustees of Cyswllt Contact Limited

We have audited the financial statements of Cyswllt Contact Limited for the year ended 5 April 2011 on pages nine to twenty one. 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 charitable company's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under Section 44 of that Act. 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 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, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under Section 43 of the Charities Act 1993 and report in accordance with regulations made under Section 44 of that Act.

Our responsibility is to audit and express an opinion on the financial statements 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 Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company'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 financial statements. In addition, we read all the financial and non-financial information in the financial statements to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements,

- give a true and fair view of the state of the charitable company's affairs as at 5 April 2011 and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.

Other Matter

The financial statements of Cyswllt Contact Limited for the year ended 5 April 2010 were not audited.

**Report of the Independent Auditors to the Trustees of
Cyswllt Contact Limited**

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 1993 requires us to report to you if, in our opinion

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements, or
- the charitable company has not kept adequate accounting records, or
- the financial statements 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

Morgan Griffiths LLP.

Morgan Griffiths LLP
Chartered Accountants
Registered Auditor
Cross Chambers
9 High Street
Newtown
Powys
SY16 2NY

Date *27th . January . 2012*

Cyswllt Contact Limited
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)
for the year ended 5 April 2011

	Notes	Unrestricted funds £	Restricted funds £	2011 Total £	2010 Total £
Incoming resources					
Incoming resources from generating funds					
Voluntary income	2	36,762	97,117	133,879	41,316
Exceptional voluntary income	2	-	303,772	303,772	-
Investment income	3	236	-	236	1,912
Incoming resources from charitable activities	4	258,704	457,512	716,216	426,409
Other incoming resources		796	-	796	2,056
Total incoming resources		<u>296,498</u>	<u>858,401</u>	<u>1,154,899</u>	<u>471,693</u>
Resources expended					
Costs of generating funds					
Cost of generating voluntary income		4,482	37,605	42,087	32,426
Charitable activities		220,074	501,741	721,815	438,466
Governance costs	6	11,292	10,301	21,593	16,793
Total resources expended		<u>235,848</u>	<u>549,647</u>	<u>785,495</u>	<u>487,685</u>
Net incoming/(outgoing) resources before transfers					
Net income/(expenditure) for the year		60,650	308,754	369,404	(15,992)
Transfers between funds					
Transfers on purchase of fixed assets		22,730	(22,730)	-	-
Net movement in funds		<u>83,380</u>	<u>286,024</u>	<u>369,404</u>	<u>(15,992)</u>
Total funds brought forward		44,843	27,549	72,392	88,384
Total funds carried forward		<u>128,223</u>	<u>313,573</u>	<u>441,796</u>	<u>72,392</u>

Notes 1 to 20 form an integral part of these financial statements.

Cyswilt Contact Limited
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Balance sheet
as at 5 April 2011

	Notes	£	2011 £	£	2010 £
Fixed assets					
Tangible assets	12		321,219		4,544
Current assets					
Debtors	13	583,598		55,589	
Cash at bank and in hand		161,834		260,714	
		745,432		316,303	
Creditors: amounts falling due within one year	14	(624,855)		(229,209)	
Net current assets			120,577		87,094
liabilities			441,796		91,638
Creditors: amounts falling due after more than one year	15		-		(19,246)
Net assets			441,796		72,392
Funds	16				
Restricted income funds	18		313,573		27,549
Unrestricted income funds	17		128,223		44,843
Total funds			441,796		72,392

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 5 April 2011

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

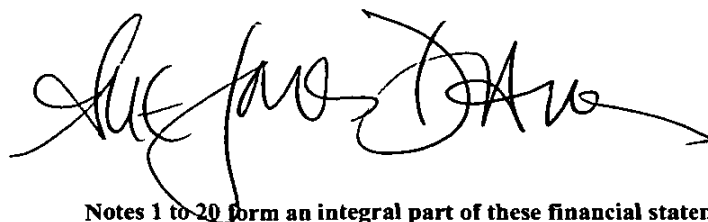
(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

These financial statements have been audited under the requirements of Section 43 of the Charities Act 1993

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)

The financial statements were approved by the Board of Trustees on 26 January 2012 and were signed on its behalf by

S Jones-Davies
Trustee



Notes 1 to 20 form an integral part of these financial statements.

Cyswllt Contact Limited
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Notes to the financial statements
for the year ended 5 April 2011

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

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

1.2. Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Funds are analysed by activity centre. Incoming resources are apportioned between funds according to the annual budget.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of grants, including grants for the purchase of fixed assets, donations and gifts and is included in full in the statement of financial activities when receivable. Grants provided for use in a specific period are recognised in that period. Other grants are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of training time provided to clients by other agencies is quantified on the basis of teaching hours provided. The value of services provided by volunteers has not been included.

The charity commissions certain services from other agencies on behalf of its clients. Where these services are funded by a third party and paid in cash by the third party directly to the commissioned agency, the value of these services are not included in the charity's accounts.

Income raised to fund the budgeted expenditure of future periods is treated as deferred income in the current period.

Income from investments is included in the year in which it is receivable.

Cyswllt Contact Limited
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Notes to the financial statements
for the year ended 5 April 2011

1.4. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income.

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 necessary to support them.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis as described in Note 7.

Where the administrative burden of identifying particular support costs to be charged to a restricted fund is too onerous then these are charged in total to the restricted fund.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

1.5. Tangible fixed assets and depreciation

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

Assets in the course of construction	-	No depreciation
Improvements to leasehold properties	-	Straight line over the life of the lease
Fixtures, fittings and equipment	-	25% straight line

Assets costing less than £500 are not capitalised.

1.6. Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.7. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

Cyswllt Contact Limited
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Notes to the financial statements
for the year ended 5 April 2011

2. Voluntary income

	Unrestricted funds £	Restricted funds £		2011 Total £	2010 Total £
Donations	262	-		262	433
Grants receivable - government	-	87,932		87,932	18,633
Grants from trusts and businesses	32,000	9,185		41,185	22,250
Intangible income - use of Kaleidescope premises	4,500	-		4,500	-
	<u>36,762</u>	<u>97,117</u>		<u>133,879</u>	<u>41,316</u>
Exceptional voluntary income	-	303,772		303,772	-
	<u>36,762</u>	<u>400,889</u>		<u>437,651</u>	<u>41,316</u>
Grant income receivable during the year by source					
	Income (due)/ in advance 06/04/10 £	Income received 2011 £	Income due 05/04/11 £	Income (in advance) 05/04/11 £	Income receivable 2011 £
Government grants					
Substance Misuse Action Fund (SMAF)					
SMAF (capital)	182,485	333,770		(441,172)	75,083
Ceredigion SMAF (slippage)		5,069	7,780		12,849
	<u>182,485</u>	<u>338,839</u>	<u>7,780</u>	<u>(441,172)</u>	<u>87,932</u>
Grants from trusts and businesses					
Henry Smith Charity		22,000			22,000
Lloyds TSB		7,500		(3,750)	3,750
Big Lottery		4,685			4,685
Waterloo Foundation		10,000			10,000
Design Dimension Educational Trust		750			750
	<u>-</u>	<u>44,935</u>	<u>-</u>	<u>(3,750)</u>	<u>41,185</u>
Exceptional voluntary income - grants for a building					
CCC SMAF (capital)		300,000			300,000
CCC SMAF (slippage)			3,772		3,772
	<u>-</u>	<u>300,000</u>	<u>3,772</u>	<u>-</u>	<u>303,772</u>

Cyswllt Contact Limited
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Notes to the financial statements
for the year ended 5 April 2011

3. Investment income

	Unrestricted funds £	2011 Total £	2010 Total £
Bank interest receivable	236	236	1,912
	<u>236</u>	<u>236</u>	<u>1,912</u>

4. Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	2011 Total £	2010 Total £
Grants & Contracts with public bodies	257,674	457,512	715,186	425,949
Training and services provided	1,030	-	1,030	460
	<u>258,704</u>	<u>457,512</u>	<u>716,216</u>	<u>426,409</u>

Grants and contracts with public bodies by source

	Income (due)/ in advance 06/04/10 £	Income received 2011 £	Income due 05/04/11 £	Income (in advance) 05/04/11 £	Income receivable 2011 £
Government grants					
Supporting people		106,368			106,368
Prism	(28,398)	141,994			113,596
Substance Misuse Action Team (SMAF)					
Ceredigion SMAF (revenue)		97,604			97,604
CCC for WAG		5,458	7,926		13,384
Pembrokeshire SMAF (revenue)		86,650	305	(32,000)	54,955
Powys SMAF		20,000			20,000
WCVA Local Mental Health Scheme		6,432			6,432
CCC Social Services		12,509			12,509
European Social Fund Lot 3 Dyfed	(14,264)	143,424	131,737		260,897
European Social Fund Lot 8 Powys	(1,111)	19,074	11,478		29,441
	<u>(43,773)</u>	<u>639,513</u>	<u>151,446</u>	<u>(32,000)</u>	<u>715,186</u>

Cyswllt Contact Limited
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Notes to the financial statements
for the year ended 5 April 2011

5. Costs of charitable activities - programme running costs

	2011	2010
	Total	Total
	£	£
Clinical Staff - Wages & Salaries	279,833	202,243
Clinical Staff Employer's NIC	24,608	17,988
Clinical staff pension costs	11,943	4,200
Other staff costs	23,697	15,200
Premises and utilities	40,846	-
Subcontracted clinical services	75,695	12,815
Insurance	1,861	1,458
Travel	20,845	12,278
Telephone	7,999	6,708
Client diversionary activities	935	628
Client training	14,733	-
Website	308	270
Client expenses	6,796	3,680
Clinical materials	4,491	175
Publicity	7,662	814
Other	330	-
Programme support costs	199,232	160,009
	<u>721,815</u>	<u>438,466</u>

6 Governance costs

	2011	2010
	Total	Total
	£	£
Accountancy fees	6,238	2,687
Independent examination	-	1,469
Audit	3,360	-
Professional - Financial advice	55	-
Professional - Legal fees	588	-
Trustee training	290	-
Trustee indemnity insurance	538	518
Other governance costs	417	3,980
Support Staff Wages & salaries	6,572	5,284
Premises rent and utilities	696	1,874
Equipment and repairs	1,785	343
Office expenses	362	240
Depreciation & impairment	388	300
Computer costs	305	67
Translation	-	30
	<u>21,593</u>	<u>16,792</u>

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Notes to the financial statements
for the year ended 5 April 2011

7. Analysis of support costs

	Cost of generating voluntary income		Governance costs	2011 Total	2010 Total
	£	Programmes £	£	£	£
Staff costs	27,932	129,805	6,572	164,309	132,107
Operating lease payments	2,089	32,037	696	34,822	44,594
Repairs and maintenance	7,584	34,464	1,785	43,833	8,565
Capitalisation of overheads in cost of building	-	(18,680)	-	(18,680)	-
Other office expenses	1,539	7,934	362	9,835	5,995
Depreciation and impairment	1,648	7,656	388	9,692	7,490
Computer costs	1,295	6,016	305	7,616	1,673
Translation	-	-	-	-	149
	<u>42,087</u>	<u>199,232</u>	<u>10,108</u>	<u>251,427</u>	<u>200,573</u>

Support costs are allocated on the basis of staff hours

8. Net incoming/(outgoing) resources for the year

	2011	2010
	£	£
Net incoming/(outgoing) resources is stated after charging		
Depreciation and other amounts written off tangible fixed assets	9,692	7,490
Auditor's fee	3,360	-
Independent examiner's fee	-	1,469
and after crediting		
Exceptional credits - grants for a building	<u>303,772</u>	<u>-</u>

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9. Employees

Employment costs	2011	2010
	£	£
Wages and salaries	422,107	322,361
Social security costs	37,985	29,061
Pension costs	19,581	4,200
Other costs	24,717	16,116
	<u>504,390</u>	<u>371,738</u>

No employee received emoluments of more than £60,000 (2010 None)

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows

	2011	2010
	Number	Number
Director	1	1
Programme activities	13	9
Administration and support	5	5
	<u>19</u>	<u>15</u>

No remuneration was paid to trustees during the year (2010 NIL) The trustees attended a training course costing £290 at Cyswllt's expense No other expenses were reimbursed to trustees during the year (2010 £NIL)

10. Pension costs

The company operates a defined contribution pension scheme in respect of the support and arrest referral workers The scheme and its assets are held by independent managers The pension charge represents contributions due from the charity

	2011	2010
	£	£
Pension charge	<u>19,581</u>	<u>4,200</u>

11. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988 Accordingly, there is no taxation charge in these accounts

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12. Tangible fixed assets	Assets in the course of construction	improvements to short leasehold property	Fixtures, fittings and equipment	Total
	£	£	£	£
Cost				
At 6 April 2010	-	12,448	55,136	67,584
Additions	303,522	-	22,845	326,367
At 5 April 2011	<u>303,522</u>	<u>12,448</u>	<u>77,981</u>	<u>393,951</u>
Depreciation				
At 6 April 2010	-	12,444	50,596	63,040
Charge for the year	-	-	9,692	9,692
At 5 April 2011	<u>-</u>	<u>12,444</u>	<u>60,288</u>	<u>72,732</u>
Net book values				
At 5 April 2011	<u>303,522</u>	<u>4</u>	<u>17,693</u>	<u>321,219</u>
At 5 April 2010	<u>-</u>	<u>4</u>	<u>4,540</u>	<u>4,544</u>

13. Debtors	2011	2010
	£	£
Amounts due from Turning Point	14,526	14,264
Other debtors	2,049	15,114
Prepayments and accrued income	567,023	26,211
	<u>583,598</u>	<u>55,589</u>

14. Creditors: amounts falling due within one year	2011	2010
	£	£
Trade creditors	3,611	8,779
Other taxes and social security	13,844	-
Other creditors	120,400	12,085
Accruals and deferred income	487,000	208,345
	<u>624,855</u>	<u>229,209</u>

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Notes to the financial statements
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15. Creditors: amounts falling due
after more than one year

	2011	2010
	£	£
Grant advances repayable	<u>-</u>	<u>19,246</u>

16. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 5 April 2011 as represented by:			
Tangible fixed assets	17,697	303,522	321,219
Current assets	133,069	612,363	745,432
Current liabilities	(22,543)	(602,312)	(624,855)
	<u>128,223</u>	<u>313,573</u>	<u>441,796</u>

17. Unrestricted funds

	At 6 April 2010 £	Incoming resources £	Outgoing resources £	Transfers £	At 5 April 2011 £
General	40,299	296,498	(226,156)	(115)	110,526
Fixed Assets Reserve	4,544	-	(9,692)	22,845	17,697
	<u>44,843</u>	<u>296,498</u>	<u>(235,848)</u>	<u>22,730</u>	<u>128,223</u>

Purposes of unrestricted funds

The fixed assets reserve represents the net book value of fixed assets not owned under restrictions

Transfers

Transfers represent amounts spent on the acquisition of fixed assets

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18. Restricted funds

	At 6 April 2010	Incoming resources	Outgoing resources	Transfers	At 5 April 2011
	£	£	£	£	£
Counselling staff	2,386	40,680	(43,066)	-	-
Peer mentor staff	990	71,800	(72,790)	-	-
Subcontracted clinical costs	-	80,006	(80,006)	-	-
Support and other clinical costs	2,731	67,796	(70,527)	-	-
Beneficiary costs	3,663	22,631	(20,029)	(766)	5,499
Business team staff	-	142,029	(123,349)	(18,680)	-
Premises	-	73,330	(68,381)	-	4,949
Building reserve	-	-	-	303,521	303,521
Cost of operations	17,779	360,129	(71,499)	(306,805)	(396)
	<u>27,549</u>	<u>858,401</u>	<u>(549,647)</u>	<u>(22,730)</u>	<u>313,573</u>

Purposes of restricted funds

The building reserve represents the net book value of property in the course of construction, whose use is restricted by agreement with the donor concerned

All other restricted funds are funds received from donors to be expended on the basis of cost incurred on the activities listed above. Specific resources are held to enable each fund to be applied in accordance to its purpose.

Included in cost of operations are exceptional grants receivable from SMAF Ceredigion of £303,772 for the purchase and renovation of the Cardigan Centre. This building project continues into the next financial year.

Transfers

Transfers represent amounts spent on the acquisition of fixed assets.

19. Financial commitments

At 5 April 2011 the company had annual commitments under non-cancellable operating leases as follows:

	2011 £	2010 £
Expiry date:		
Within one year	10,688	-
Between one and five years	15,490	49,688
	<u>26,178</u>	<u>49,688</u>

20. Capital commitments

	2011 £	2010 £
Details of capital commitments at the accounting date are as follows:		
Contracted for but not provided in the financial statements, payable within one year	-	16,538

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21. Indemnity insurance

The charity paid for the insurance premiums to indemnify trustees and senior staff from any loss arising from neglect or defaults of trustees or staff and any consequent loss

22. Company limited by guarantee

Cyswllt Contact Limited is a company limited by guarantee and accordingly does not have a share capital

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member