

3566678

AGE CONCERN TIVERTON & DISTRICT FINANCIAL STATEMENTS

Year Ended 31 March 2000

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Age Concern Tiverton & District

Legal and Administrative Details

Governing Instrument	Memorandum and Articles of Association dated 5 May 1998
Charity Registration Number	1070792
Company Registration Number	3566678
Trustees	Mr D Botsford (Chairman) Mrs M MacDonald (Vice-chairman) Mr D Canning (Vice-chairman) Mr P Maunder (Treasurer and Company Secretary) Mrs J Hutchings (Minutes Secretary) Mrs M Lumb Mrs M Holyoake Mrs R Thomas Mrs N Keeping Mr P Barton Mr M Foster
Other Members of the Executive Committee	Mrs M Skinner (Social Services Representative) Mrs J Gale (Senior Citizen's Representative) Mrs A Kilshaw (Town Council Representative)

Appointment of Trustees

The Trustees are elected at the Annual General Meeting. Representatives are nominated by their respective organisations.

Principal Address	Beck House Beck's Square Tiverton Devon EX16 6PJ
Bankers	Portman Building Society Bampton Street Tiverton Devon
Independent Examiners	Apsleys 21 Bampton Street Tiverton Devon

Age Concern Tiverton & District

Trustees Report

Year Ended 31 March 2000

The Trustees for the year are set out below:

Mr D Botsford *	(appointed 08/09/99)
Mrs M MacDonald *	
Mr D Canning *	
Mr P Maunder *	
Mrs J Hutchings	
Mr R Stockman	(resigned 08/09/99)
Mrs M Lumb	
Mrs M Holyoake	
Mrs N Keeping	
Mrs R Thomas	
Mrs T Bassett	(resigned 08/09/99)
Mr P Barton	(appointed 08/09/99)
Mr M Foster	(appointed 08/09/99)

* Officers

The Officers of the Trust shall be honorary; they shall be deemed to resign at each annual general meeting but shall be eligible for re-election or re-appointment.

The Charitable Status was established on 30 July 1998 by Age Concern Tiverton & District, and is registered with the Charity Commission, No 1070792. The Charity's address is Beck House, Beck's Square, Tiverton, Devon, EX16 6PJ

Object

The Object of Age Concern shall be to promote the welfare of the aged in any manner which now is or hereafter may be deemed by law to be charitable within the town of Tiverton and neighbouring parishes.

The Organisation is controlled by trustees (the executive committee) who meet approximately every six weeks. The day to day running of the organisation is in the care of the Chief Officer who is responsible to the trustees. This post is a full-time paid position.

Review of Progress and Achievements

Please refer to the Chairman's Report

Age Concern Tiverton & District

Trustees Report (Continued)

Year Ended 31 March 2000

Finances

The Chief Officer is responsible for the day to day financial organisation of the Trust's funds, reporting to both the Treasurer and the Finance Sub-committee who meet quarterly. The Finance Sub-committee then reports to the Trustees at the next executive meeting. Minutes of the Finance Sub-committee are tabled at this meeting. The Charity banks with the Portman Building Society, Bampton Street, Tiverton, Devon.

Financial Review

There has been a surplus of income over expenditure of £5,534 as shown on the Statement of Financial Activities.

At the year end, the charity's financial position is satisfactory, with net current assets of £12,928, this being sufficient to meet the charity's obligations.

Voluntary Help

The organisation relies on voluntary help for carrying out most of its services. Without this help Age Concern would be unable to provide most of the services which it does at present.

The Financial Statements are examined annually by Apsleys, Chartered Accountants, 21 Bampton Street, Tiverton, Devon, EX16 6AA.

Signed on behalf of the Trustees



PL Maunder

Secretary
Age Concern Tiverton & District

25 May 2000

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF
AGE CONCERN TIVERTON & DISTRICT**

We report on the accounts of the trust for the year ended 31 March 2000 which are set out on pages 6 to 12.

Respective responsibilities of trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 (7)(b) of the Act, whether particular matters have come to our attention.

Basis of independent examiner's report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

1. which give us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

19 June 2000

Ap Vm

**21 Bampton Street
Tiverton EX16 6AA**

**APSLEYS
Chartered Accountants**

Age Concern Tiverton & District

Statement of Financial Activities for the Year Ended 31 March 2000

		Unrestricted 2000 £	Restricted 2000 £	Total 2000 £	10 months Total 1999 £
	Note				
Incoming Resources					
Local Authority		81,905		81,905	
Attendance		13,533		13,533	
Donations & Grants	4	24,095		24,095	25,000
Fund Raising		1,842		1,842	
Interest Received		1,813		1,813	
Rent Receivable		4,951		4,951	
Other Income		502		502	
Total Incoming Resources		128,641	0	128,641	25,000
Resources Expended - Direct Charitable Expenditure					
Day Care					
Staff Costs					
Salaries	10	34,587		34,587	
National Insurance		2,702		2,702	
Training		167		167	
Volunteers and Staff Expenses		1,520		1,520	
Day Centre Costs					
Rent		5,973		5,973	
Depreciation		371		371	
Transport		12,158		12,158	
Food		5,815		5,815	
Other Running Costs	5	7,977		7,977	
		71,270	0	71,270	0
Advice and Information Centre / Advocacy					
Staff Costs					
Salaries	10	27,509		27,509	
National Insurance		805		805	
Training		530		530	
Volunteers and Staff Expenses		4,987		4,987	
Establishment Costs					
Rent		7,500		7,500	
Depreciation		2,125	1,366	3,491	1,975
Other Running Costs	5	7,015		7,015	
		50,471	1,366	51,837	1,975
Total Resources Expended		121,741	1,366	123,107	1,975
Net Incoming Resources for the Year		6,900	(1,366)	5,534	23,025
Reserves at 1 April 1999		14,411	23,025	37,436	0
Transfer from Age Concern Tiverton & District (an unincorporated charity)		-	-	-	14,411
Reserves at 31 March 2000	6	21,311	21,659	42,970	37,436

Age Concern Tiverton & District

Balance Sheet at 31 March 2000

	Note	31 March 2000		31 March 1999	
		£	£	£	£
Fixed Assets					
Tangible Assets	2		30,042		31,189
Current Assets					
Cash at Bank		21,762		17,397	
Cash in Hand		235		174	
		<u>21,997</u>		<u>17,571</u>	
Current Liabilities					
Creditors and Accruals	3	9,069		11,324	
Net Current Assets			12,928		6,247
Total Assets less Current Liabilities			<u>42,970</u>		<u>37,436</u>
Income Funds - Unrestricted					
General Fund			11,048		11,367
Advocacy Fund			10,263		3,044
Restricted Funds					
Beck House Fund			21,659		23,025
	6		<u>42,970</u>		<u>37,436</u>

The Trustees are satisfied that the Company was entitled to exemption under Section (1) of Section 249A of the Companies Act 1985 and that no member or members have requested an audit pursuant to subsection (2) of this Section.

The Trustees acknowledge their responsibilities for:-

- Ensuring that the Company keeps accounting records which comply with Section 221 and
- Preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial period and of its profit and loss for the financial period in accordance with the requirements of Section 226, and which otherwise comply with the requirements of this Act relating to accounts so far as it is applicable to the Company.

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and the Financial Reporting Standard for Smaller Entities.

These financial statements were approved by the Board of Trustees on 25 May 2000

Signed on behalf of the Board


D Botsford - Chairman


P Maunder - Trustee

1 Accounting Policies

The accounts have been prepared in accordance with the Statement of Recommended Practice - Accounting by Charities. The particular accounting policies are described below.

i) Historical Costs

These accounts are prepared under the historical cost convention.

ii) Tangible Fixed Assets

The charge for depreciation is calculated to write off the cost of fixed assets by equal annual installments over their expected useful lives. For leasehold property, this is the length of the lease. For furniture and equipment this is estimated to be 3 to 5 years.

iii) Grants receivable

Grants receivable are credited to income for the period for which they were given.

iv) Donations and Legacies

Donations are credited to income when received.

Age Concern Tiverton & District

Notes to the Accounts for the Year Ended 31 March 2000

2 Tangible Fixed Assets

	Leasehold Property £	Furniture and equipment £	Total £
Cost			
At 1 April 1999	28,747	11,295	40,042
Additions	(49)	2,764	2,715
	<hr/>	<hr/>	<hr/>
At 31 March 2000	28,698	14,059	42,757
Depreciation			
At 1 April 1999	1,369	7,484	8,853
Charge for the Year	1,366	2,496	3,862
	<hr/>	<hr/>	<hr/>
At 31 March 2000	2,735	9,980	12,715
Net Book Value			
At 31 March 1999	27,378	3,811	31,189
	<hr/>	<hr/>	<hr/>
At 31 March 2000	25,963	4,079	30,042
	<hr/>	<hr/>	<hr/>

3 Creditors and Accruals

	2000 £	1999 £
Loan from the Norman Family Trust	3,000	5,000
Emergency Aid Fund	230	230
Accruals	5,839	6,094
	<hr/>	<hr/>
	9,069	11,324
	<hr/>	<hr/>

4 Donations & Grants

	2000 £	1999 £
Viscount Amory's Trust	0	10,000
National Lottery Fund	10,000	10,000
Help the Aged	0	5,000
Cullompton United Charities	1,000	0
Lloyds TSB	2,115	0
Age Concern England	6,718	0
Northcott Devon Foundation	400	0
Other Donations	3,862	0
	<hr/>	<hr/>
	24,095	25,000
	<hr/>	<hr/>

Age Concern Tiverton & District

Notes to the Accounts for the Year Ended 31 March 2000

5 Other Running Costs

	2000 £	1999 £
Day Centres		
Electricity	1,174	
Water Rates	108	
Telephone	756	
Insurance	239	
Post & Stationery	703	
Repairs	735	
Advertising	65	
Marketing Project	1,100	
Activities	498	
Cleaning	1,182	
Fund Raising Costs	723	
Sundry Costs	694	
	<hr/>	
	7,977	0
	<hr/>	

Advice & Information Centre / Advocacy

Electricity & Gas	673	
Water Rates	200	
Telephone	839	
Insurance	385	
Post, Stationery and Office Costs	2,292	
Repairs	165	
Advertising	184	
Professional Fees	637	
Sundry Costs	1,640	
	<hr/>	
	7,015	0
	<hr/>	

6 Funds and Reserves

	Beck House			
	General Fund £	Restricted Fund £	Advocacy Fund £	Total £
Balance at 1 April 1999	11,367	23,025	3,044	37,436
Surplus / (Deficit) for the Year	(319)	(1,366)	7,219	5,534
	<hr/>			
Balance at 31 March 2000	11,048	21,659	10,263	42,970
	<hr/>			

7 Restricted Funds

	Balance 01.04.99 £	Incoming Resources £	Outgoing Resources £	Balance 31.03.00 £
Beck House Fund	23,025	-	(1,366)	21,659

The Beck House Fund was established in 1999 to enable the Company to purchase the leasehold of Beck House.

8 Analysis of Net Assets between Funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
<i>Restricted Funds</i>			
Beck House Fund	25,963	(4,304)	21,659
<i>Unrestricted Funds</i>			
Advocacy Fund	3,114	7,149	10,263
General Fund	965	10,083	11,048
	30,042	12,928	42,970

9 Resources applied for fixed assets for charity use

	£
Net Movement in Funds	5,534
Resources used for acquisition of fixed assets	(2,715)
Net Movement in Funds available for future activities	2,819

Age Concern Tiverton & District

Notes to the Accounts for the Year Ended 31 March 2000

10 Salaries and Expenses

The average number of trustees and employees in the year was as follows:

	2000 No	1999 No
Employees	8	0
Trustees	11	10
	<hr/>	<hr/>
	19	10
	<hr/>	<hr/>

The aggregate emoluments of these persons were as follows

	£	£
Employees	62,096	0
Trustees	0	0
	<hr/>	<hr/>
	62,096	0
	<hr/>	<hr/>
Expenses reimbursed to the Trustees	650	0