

REGISTRAR OF COMPANIES

Charity No: 1095424

Company No: 4404585

DISABILITY WESSEX

A CHARITABLE COMPANY LIMITED BY GUARANTEE

**UNAUDITED ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2008**

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DISABILITY WESSEX
UNAUDITED ACCOUNTS FOR THE YEAR ENDED
31 MARCH 2008

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DISABILITY WESSEX**LEGAL AND ADMINISTRATIVE INFORMATION****AS AT 31 MARCH 2008**

COMPANY REGISTRATION NUMBER	4404585
CHARITY REGISTRATION NUMBER	1095424
REGISTERED ADDRESS	Ground Floor, Unit 5 20-22 Wellington Road Bournemouth Dorset BH8 8JN
TELEPHONE NUMBER	01202 295210
FAX NUMBER	01202 589991
DIRECTORS	William Hellewell – Chair Patricia Hedges – Vice-Chair Alan Glass – Treasurer Richard Nicol (Resigned 27 March 2008) Anne Dulieu Ron Lee Alistair Gibson Sarah Isaac Donna Blanche (Appointed 17 May 2007)
BANK	NatWest plc 5 The Square Bournemouth BH1 1DU
REPORTING ACCOUNTANTS	Princetown Willis LLP Chartered Accountants Towngate House 2-8 Parkstone Road Poole BH15 2PW
SOLICITORS	Coles Miller 260-266 Charminster Road Bournemouth BH8 9RT

DISABILITY WESSEX

ANNUAL REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 2008

The Directors present the unaudited accounts for the charitable company for the year ended 31 March 2008

Structure of Disability Wessex

Disability Wessex is a company limited by guarantee and a registered charity. The Memorandum and Articles of Association were adopted on 27 March 2002. It is governed by a Board of Trustees/Directors, which carries the legal and financial responsibility for the organisation and sets strategic direction. Disability Wessex worked in partnership with Age Concern Bournemouth in 2007/08 in pursuit of its charitable objectives, in the Direct Payments Support Service and with both Age Concern Bournemouth and Bournemouth People First on the Self Directed Support Service. Disability Wessex and The Wessex Autistic Society worked in partnership to deliver the Autistic Spectrum Disorder Information and Advice Service. Disability Wessex does not have any subsidiaries and is not part of a group structure.

In 2007/08 Disability Wessex ran four services: An Information Service, an Advice Service, a Consultation Service, the Bournemouth Direct Payments Support Service and a Self Directed Support service. A Manager or Officer was responsible for the day-to-day operation of each service, accountable to the Chief Executive Officer.

Objects

The objects of the charitable company are the relief of people with disabilities in Dorset, East Devon, South Somerset, South Wiltshire and South West Hampshire through the provision of information and advice, community consultation and education programmes and other disability related services.

Annual Report

A separate full Annual Report document is available reviewing the achievements and performance of the charitable company in the year.

Strategies, Plans and Policies

Disability Wessex revised its Business Plan during 2007/08, putting increasing emphasis on developing ways of earning income and becoming more financially sustainable and also incorporating targets for the development of existing services. The two main long-term aims remain to create a Centre for Independent Living in the next 3 years, to enable people to live as independently as they choose, in the community and to lobby and campaign for disability equality and social inclusion.

Reserves Policy

Disability Wessex aims to build up and maintain reserves equivalent to between three and six months running costs, in order to be able to meet legal and moral commitments in the event of a sudden drop in income. The unrestricted reserves are within this range.

Fundraising Strategy

Disability Wessex has a Fundraising Strategy, which is reviewed regularly. The Strategy now places considerable emphasis on generating income and marketing services, to produce more sustainable income and reduce reliance on time-limited grants, which provided the bulk of our funding initially. In addition, the Strategy envisages diversifying fundraising activity beyond solely Trust fundraising into corporate, legacy and community fundraising, all of which were developed in 2007/08.

DISABILITY WESSEX**ANNUAL REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2008****Risk Management Strategy**

The Board of Disability Wessex has assessed the major risks which the organisation faces and has adopted a Risk Management Strategy to minimise and manage these risks. A review of the Risk Assessment was undertaken in the Summer of 2007.

Main Objectives for 2008/09**Objective**

- To develop lobbying and campaigning activities
- To establish two income-earning initiatives and earn £10,000
- To revise and update our website
- Tender for additional contracts
- Set up a Capital Appeal for a Centre for Independent Living
- Relocate into larger premises

Statement of Directors' Responsibilities

The Directors (who are also Trustees of Disability Wessex) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors 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 Directors are required to

- select suitable accounting policies and 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
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 1985 and 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.

2b.

DISABILITY WESSEX

**ANNUAL REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2008**

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies

This report was approved by the Directors on .. 6 July 2008. . . (date)

and signed on their behalf by

.. W Hellewell

W Hellewell – Chair

DISABILITY WESSEX

**STATEMENT OF THE FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2008**

	Notes	Unrestricted £	Restricted £	Total 2008 £	2007 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary Income Donations		2,482	-	2,482	328
Investment Income : Bank Interest		1,723	-	1,723	621
Incoming Resources from charitable Activities	3	6,459	301,638	308,097	244,222
Other Incoming Resources		-	-	-	300
TOTAL INCOMING RESOURCES		10,664	301,638	312,302	245,471
RESOURCES EXPENDED					
Costs of generating funds		-	-	-	-
Charitable Activities	4	36,455	240,664	277,119	223,113
Governance costs	5	6,752	431	7,183	8,076
TOTAL RESOURCES EXPENDED		43,207	241,095	284,302	231,189
Net Incoming (Expended) Resources for Year before transfers	2	(32,543)	60,543	28,000	14,282
Transfer of funds	9	82,098	(82,098)	-	-
Net Movement in Funds		49,555	(21,555)	28,000	14,282
Funds at 1 April 2007		42,235	31,581	73,816	59,534
Funds at 31 March 2008	9	91,790	10,026	101,816	73,816

DISABILITY WESSEX

BALANCE SHEET
AS AT 31 MARCH 2008

	Note	2008 £	2007 £
FIXED ASSETS	6	5,772	10,463
CURRENT ASSETS			
Debtors	7	9,580	6,805
Cash at Bank and in Hand		89,244	70,019
		<u>98,824</u>	<u>76,824</u>
CURRENT LIABILITIES			
Creditors	8	2,780	13,471
		<u>2,780</u>	<u>13,471</u>
NET CURRENT ASSETS		<u>96,044</u>	<u>65,353</u>
NET ASSETS		<u>101,816</u>	<u>73,816</u>
FUNDS			
Unrestricted		91,790	42,235
Restricted	9	10,026	31,581
		<u>101,816</u>	<u>73,816</u>

DISABILITY WESSEX**BALANCE SHEET
AS AT 31 MARCH 2008**

The Trustees and Directors are satisfied that the company was entitled to exemption under subsection (1) of section 249A of the Companies Act 1985 and that members have not required an audit in accordance with subsection (2) of section 249B


The Directors acknowledge their responsibilities for

- i) Ensuring that the company keeps accounting records which comply with section 221, and
- ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 226 and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to this company

These accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Small Entities (effective January 2007)

Approved by the Board of Trustees on

6 July 2008. (dated) and signed on its behalf by



A Glass
Director

DISABILITY WESSEX

NOTES TO THE ACCOUNTS YEAR ENDED 31 MARCH 2008

1 ACCOUNTING POLICIES

(a) **Basis of Accounting**

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, (SORP) "Accounting and Reporting by Charities" published in 2005, the special provisions of Part VII of the Companies Act 1985 and the Financial Reporting Standard for Smaller Entities (effective January 2007)

(b) **Income**

Income represents amounts receivable by Disability Wessex and is recognised on an accruals basis

Donations represent voluntary amounts receivable during the period

Gross interest receivable is credited to income in the period in which it is earned

(c) **Expenditure**

All expenditure is classified under the charitable company's principal categories of charitable and other expenditure, and is allocated to funds by analysis of the expenses and an apportionment of overheads

Governance costs are the costs of running the charity as an entity including the governance infrastructure which allows the charity to operate

(d) **Taxation**

The charitable company is not liable to direct taxation (Income Tax) on its income as it falls within the various exemptions available to registered charities

The charitable company is not registered for Value Added Tax (VAT) and is therefore unable to reclaim any input tax it suffers on its purchases. Expenditure in the accounts is therefore shown inclusive of VAT where appropriate

(e) **Services in Kind**

Other than significant donated income in kind, no account is taken of the substantial contributions made by the many volunteers and volunteer organisations who provide various services and supplies free of charge

(f) **Fund Accounting**

Funds are split between unrestricted and restricted funds in accordance with the terms of the source of income and expense

(g) **Tangible Fixed Assets**

Expenditure on material tangible fixed assets used by the Charity is capitalised and then depreciated

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows

Equipment	20% straight line
Computer Equipment	33% straight line

Gifted assets are shown as income when received and capitalised at the estimated market value.

The leasehold improvements are written-off over the period of the lease.

DISABILITY WESSEX

**NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2008**

		2008 £	2007 £
2.	NET INCOMING RESOURCES		
	Net Incoming Resources are stated after Charging -		
	Reporting Accountant's Fee	850	750
	Trustee Remuneration	-	-
	Trustee Expenses	49	178
	Depreciation and amortisation	10,785	9,109
		<u> </u>	<u> </u>
3.	INCOME FROM CHARITABLE ACTIVITIES		
		Total 2008 £	Total 2007 £
	Unrestricted £	Restricted £	
	Information Service	2,850	13,661
	Consultation Service	40,486	40,302
	Direct Payments Support Service	138,781	75,081
	Autistic Spectrum Disorder	40,872	42,556
	Information and Advice service	9,200	17,500
	Self Directed Support Service	29,180	-
	Core Activities and Project Income	40,269	55,122
	<u>6,459</u>	<u>301,638</u>	<u>244,222</u>
		<u>308,097</u>	

DISABILITY WESSEX

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2008

4. COSTS OF CHARITABLE ACTIVITIES

	Unrestricted	Restricted	Total 2008	Total 2007
	£	£	£	£
By Activity:				
Information Service	1,398	12,150	13,548	10,971
Consultation Service	-	35,067	35,067	36,097
Direct Payments Support Service	-	90,814	90,814	67,306
Autistic Spectrum Disorder	-	31,647	31,647	32,048
Information and Advice Service	2,586	10,872	13,458	13,628
Self Directed Support Service	-	13,323	13,323	-
Core Activities and Project Management	32,471	46,791	79,262	63,063
	<u>36,455</u>	<u>240,664</u>	<u>277,119</u>	<u>223,113</u>
			Total 2008	Total 2007
			£	£
By Type of Expense				
Salaries and Pensions			185,397	145,357
Freelance Trainer Costs			2,500	225
Staff Travel and Subsistence			2,469	2,142
Staff Training			1,690	6,402
Volunteer Travel and Subsistence			6,810	4,128
Volunteer Training			333	599
Project Costs			-	-
Recruitment Costs			784	3,518
Rent and Service Charges			16,522	11,179
Postage			1,538	721
Telephone and Broadband			4,555	3,575
Stationery, Printing and Copying			4,239	2,827
Advertising and Publicity			2,557	1,234
Subscriptions			1,393	1,209
Project Management Fees			-	1,760
Depreciation			7,176	5,499
Computer Costs			9,138	6,320
Sundries			628	959
Repairs and Renewals			1,196	1,177
Meeting Room Hire			1,130	922
Consultancy			1,785	-
Insurance			1,178	911
Other Premises Costs			4,464	2,625
Catering			1,312	817
Bank Charges			85	116
Leasehold Amortisation			3,609	3,609
Equipment Hire			1,706	1,848
Communication Support			10,526	12,757
Participants Travel			428	249
CRB Checks			669	428
Cleaning			1,100	-
Interpretation/Translation			202	-
			<u>277,119</u>	<u>223,113</u>

DISABILITY WESSEX

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2008

5. GOVERNANCE COSTS

	Unrestricted	Restricted	Total 2008	Total 2007
	£	£	£	£
Salary costs (apportionment)	2,776	-	2,776	2,143
Trustee Training and Travel	-	-	-	178
Bookkeeping	2,262	431	2,693	3,494
Accountancy	1,005	-	1,005	750
Legal and Professional Costs	-	-	-	655
Room Hire	549	-	549	294
Personal Assistance	-	-	-	63
Postage	100	-	100	377
Annual Report Costs	60	-	60	122
	<hr/>	<hr/>	<hr/>	<hr/>
	6,752	431	7,183	8,076
	<hr/>	<hr/>	<hr/>	<hr/>

6. TANGIBLE FIXED ASSETS

	Leasehold Costs £	Fixtures & Equipment £	Computer Equipment £	Total £
COST				
1 April 2007	8,253	4,175	19,946	32,374
Additions	-	-	6,094	6,094
	<hr/>	<hr/>	<hr/>	<hr/>
31 March 2008	8,253	4,175	26,040	38,468
	<hr/>	<hr/>	<hr/>	<hr/>
DEPRECIATION				
1 April 2007	4,644	2,063	15,204	21,911
Charge for year	3,609	835	6,341	10,785
	<hr/>	<hr/>	<hr/>	<hr/>
31 March 2008	8,253	2,898	21,545	32,696
	<hr/>	<hr/>	<hr/>	<hr/>
NET BOOK VALUE				
31 March 2008	-	1,277	4,495	5,772
	<hr/>	<hr/>	<hr/>	<hr/>
31 March 2007	3,609	2,112	4,742	10,463
	<hr/>	<hr/>	<hr/>	<hr/>

DISABILITY WESSEX

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2008

7. DEBTORS

	2008 £	2007 £
Prepayments and Accrued Income	4,621	4,478
Other Debtors	4,959	2,327
	<u>9,580</u>	<u>6,805</u>

All debtors are due within one year.

8. CURRENT LIABILITIES

	2008 £	2007 £
Creditors and Accruals	2,780	1,399
Deferred Income (Direct Payments)	-	12,072
	<u>2,780</u>	<u>13,471</u>

9. RESTRICTED FUNDS

	1 April 2007 £	Incoming Resources £	Resources Expended £	Transfer to unrestricted funds £	31 March 2008 £
Core and Central	6,522	40,269	46,791	-	-
Information Service	11,430	2,850	12,150	2,130	-
Consultation Service	-	40,486	35,067	5,419	-
Direct Payments					
Support Service	4,777	138,781	90,814	52,744	-
Autistic Spectrum Disorder					
Information and Advice					
Service	7,180	40,872	31,647	16,405	-
Advice Service	1,672	9,200	10,872	-	-
Self Directed Support					
Service	-	29,180	13,754	5,400	10,026
	<u>31,581</u>	<u>301,638</u>	<u>241,095</u>	<u>82,098</u>	<u>10,026</u>

The transfer to unrestricted funds of £2,130 for Information Service and £5,400 for Self Directed Support Service represents Management Costs charged to the activities

The transfer from the Consultation Service of £5,419 represents of £2,870 of Management Costs and the release of funds to unrestricted funds at the end of the service level agreements for the work completed in 2007/08.

DISABILITY WESSEX

NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2008

9. RESTRICTED FUNDS (continued)

The transfer of £52,744 for the Direct Payment Support Service represents £8,020 of Management Costs, and the release of funds to unrestricted funds at the end of the service level agreements for the work completed in 2006/07 and 2007/08

The transfer of £16,405 for The Autistic Spectrum Disorder Information and Advice Service represents £2,590 of Management Costs, and the release of funds to unrestricted funds at the end of the service level agreements for the work completed in 2006/07 and 2007/08

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Assets £	Net Current Assets £	Total £
Restricted Funds	-	10,026	10,026
Unrestricted Funds	5,772	86,018	91,790
	<u>5,772</u>	<u>96,044</u>	<u>101,816</u>

11. EMPLOYEE EMOLUMENTS

	2008 £	2007 £
Salaries and Pensions	174,493	136,704
Employees National Insurance	13,679	10,796
	<u>188,172</u>	<u>147,500</u>

The average number of employees was 11 (2007 9)

No employee received more than £50,000

Pension contributions are made into employees' pension schemes at 8%

12. LEASING COMMITMENTS

	2008 £	2007 £
Cost arising in next 12 months:		
Office and other equipment	1,016	1,374
Premises	16,720	10,000
	<u>17,736</u>	<u>11,374</u>

A new 3 year lease is currently being negotiated on the offices at Ground Floor, Unit 5, Stratfield Saye. Negotiations are also underway for a 3 year lease on Ground Floor, Unit 4, Stratfield Saye, with commencement scheduled for July 2008. The Wessex House premises are rented on a 12 month licence expiring on 23 July 2008 or with one month's notice.

DISABILITY WESSEX**ACCOUNTANT'S REPORT TO THE MEMBERS
ON THE UNAUDITED ACCOUNTS OF DISABILITY WESSEX**

We report on the accounts for the year ended 31 March 2008 set out on pages 3 to 10

Respective Responsibilities of Directors and Reporting Accountants

As described on page 2, the Trustees, who are also the Directors of Disability Wessex for the purposes of company law, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of Opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion

- a) the accounts are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985,
- b) having regard only to, and on the basis of, the information contained in those accounting records:
 - i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act, and
 - ii) the company satisfied the conditions for exemption from an audit of the accounts for the year specified in Section 249A(4) of the Act, and

did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in Section 249B(1)

Towngate House
2-8 Parkstone Road
Poole
BH15 2PW



Princecroft Willis LLP
Chartered Accountants

19 August 2008