CHARITY REGISTRATION NUMBER: 1102830 COMPANY REGISTRATION NUMBER: 4655610

# FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010



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# FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010

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#### TRUSTEE'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2010

The trustees are pleased to present the annual report of the charity for the year ended 31 March 2010

CHARITY REGISTRATION NO:

1102830

**COMPANY REGISTRATION NO** 

4655610

**REGISTERED ADDRESS** 

Rico House, George Street Manchester M25 9WS

**TRUSTEES** 

Director/Trustees who served during the year were as follows

Dr Ruth Jameson

Brian White

- Chairman

Brian Wilkins

Ian Harlow

- Deputy Chairman

David Finn

William Blumenthal

Shulamit Pfeffer

David Joseph

Harry Johnston (appointed 3/3/10)

Alan Tatler (appointed 3/3/10)

The trustees who resigned during the year did so due to personal commitments and consequently were unable to devote sufficient time to fulfil their roles as director/trustees. In recognition of their invaluable services provided to date they were offered the opportunity to become "patrons" of the charity. This will enable them to continue to help the charity in a reduced commitment level. All the former trustees accepted the appointments as patrons

#### **Trust Directors**

Mike Hughson

- Director of Fundraising (not a Director/Trustee)

#### Incorporation

The company was incorporated on 4th February 2003 as Boxwall Limited. It changed its name to Children's Hospital Appeals Trust Limited on 10 April 2003 On 7th June 2004 it changed its name to MedEquip4Kids Limited

## Constitution, Objects and Policies

The charitable trust is constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association

The objects of the charity are to promote

- the relief of sickness and the preservation and protection of the health of children and young people by the provision of equipment and amenities to aid their recovery at all Children's' Hospitals & Units
- research into sickness among children and young people and to disseminate and publish the useful results for the benefit of the public

In the furtherance of these charitable objects, the charity is to raise funds and invite and receive from any person or persons whatsoever by way of subscription, donation & otherwise, provided that the charity does not undertake any permanent trading activities in raising funds for their charitable objects

Principal Bankers

Auditor

Barclays Bank plc

H Davies & Co

1 Victoria Avenue Blackley

**Chartered Certified Accountants** 

Manchester

69 Windsor Road Prestwich

Manchester

M9 6RA

M25 0DB

#### TRUSTEE'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2009 Cont .

#### **Honorary Solicitors**

Zatman & Co Deva Centre 1 The Cottages Trinity Way Manchester

#### **Fixed Assets**

Details of movements in fixed assets are shown in note 9 to the financial statements. Fixed assets are used for the management of the charity

#### **Investment Policy and Returns**

Under the trust deed the charity has the power to make any investment which the trustees see fit. The trustees have considered the most appropriate policy for investing funds and have found that placing funds on deposit meet their requirements given the secure nature and accessibility of the funds. The trustees consider the return to be reasonable given the low risk nature of the deposits. However, this overall low risk policy is subject to periodic review.

Donated investments are held until any "lock in" has lapsed and then realised at an appropriate time

#### Information Technology

The company continues to invest in technology suitable to improve its performance in the charity sector

#### Review of the Result and Reserves Policy

The trustees consider that the results set out in the attached accounts are satisfactory. They are of the opinion that the balance on the reserves are sufficient to meet any future commitments under the terms of funding.

It is the policy of the charity to maintain unrestricted funds at a level which covers current commitments under the terms of their funding

#### Statutory Requirements

The financial statements have been prepared in accordance with the Statement of Recommended Practice for charities, the Companies Act and the governing document

#### **Risk Management**

The trustees have examined the major strategic, business and operational risks that the charity faces and confirm that systems have been established to enable regular reviews to be carried out so that necessary steps can be taken to lessen these risks

#### **Description of Organisation**

The charity is run by a team of volunteer trustees who manage the direction and policies of the charity. The day to day management is run by the director of fundraising who is supported by a team of fundraising and administrative staff and volunteers.

#### TRUSTEE'S ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2009 Cont....

#### Financial Review

It is pleasing that despite the recession incoming resources were higher by 18% (£133,092). This reflects the efforts of our dedicated staff

Overhead and collection costs have increased as more fundraising events were held

Direct charitable expenditure increased as more projects were funded during the year

Funds are available to permit the charity to continue in operation in the medium to long term and to continue to fund worthwhile projects (see chairman's report)

Arrangements are in hand to continue to raise funds to finance the charities activities and projects

Reserves as stated in the accounts are as follows

Unrestricted funds	190,163
Designated Funds	2,000
Restricted funds	32,631
Total	224,794

#### Statement of Trustees Responsibilities

Charity Law requires the trustees to prepare the financial statements for each financial year which give a true and fair view of the state of affairs of the Charity as at the Balance Sheet date and of its surplus or deficit for that year. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make adjustments and estimates that are reasonable and prudent,
- state whether the policies adopted are in accordance with the relevant legislation and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time its financial position and to ensure that the financial statements comply with the Statement of Recommended Practice, Accounting and Reporting by Charities SORP (March 2005), applicable accounting standards and the Companies Act 1985. They are also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention of fraud and other irregularities.

#### Auditors

In accordance with section 385 of the Companies Act 1985, a resolution proposing that H Davies & Cobe reappointed as auditors will be put to the Annual General Meeting

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

On Behalf of the Board of Trustees

Mr Brian White FCA (Chairman)

Michan Harlow (Deputy Chairman)

24th November 2010

We have audited the accounts of Medequip4Kids for the year ended 31st March 2010 which comprises the Statement of Financial Activities, Balance Sheet and the related notes. 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 company's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed

#### Respective responsibilities of trustees/directors and auditors

As explained more fully in the statement of trustees/directors responsibilities, the trustees/directors are responsible for the preparation of the accounts and for being satisfied they give a true and fair view

In accordance with the exemption provided by APB Ethical Standard – Provisions Available for Smaller Entities, we have prepared and submitted the company's returns to the tax authorities and assisted with the preparation of the accounts

#### Scope of the audit opinion

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the directors, and the overall presentation of the accounts.

#### Opinion on the accounts

In our opinion the accounts

- give a true and fair view of the state of the company's affairs as at 31st March 2010 and of its result for the year then ended, and
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006

#### Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees/Directors report for the financial year for which the accounts are prepared is consistent with the accounts

# Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the accounts are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees/directors were not entitled to prepare the accounts and the trustees/directors report in accordance with the small companies regime

**H Davies FCCA** 

Senior Statutory Auditor for and on behalf of H Davies & Co Accountants and Statutory Auditors

24th November 2010

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# MEDEQUIP4KIDS LIMITED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2010

INCOME AND EXPENDITURE					Year Ended 31.03.10	Year Ended 31.03.09
INCOME AND EXPENDITURE	Notes	Unrestricted Funds General	Unrestricted Funds Designated	Restricted Funds	Total Funds	Total Funds
INCOMING RESOURCES		£	£	£	£	£
Donations and Gifts	17	414,168	-	78,515	492,683	445,983
Donations in Kind	2/18	-	-	75	75	2,144
Savings Achieved Events	3	-	-	10,443	10,443	1,442
International		72,435	-	-	72,435	25,734
United Kingdom		144,066	-	-	144,066	94,911
Raffles & Soft Toys		4,435	-	-	4,435	4,049
Bank Interest Received (Gross)		2,213	-	-	2,213	18,995
TOTAL INCOMING RESOURCES		637,317	<u>-</u>	89,033	726,350	593,258
RESOURCES EXPENDED						
Costs of Generating Funds	4	363,203	-	457	363,660	297,687
Direct Charitable Expenditure	5	422,765	-	82,691	505,456	431,914
Governance costs	6	6,799	-	-	6,799	8,937
TOTAL RESOURCES EXPENDED	8	792,767	_	83,148	875,915	738,538
NET (OUTGOING)/INCOMING RESOU	RCES	(155,450)	-	5,885	(149,565)	(145,280)
RECONCILIATION OF FUNDS						
Funds Brought Forward	15/16	345,613	2,000	26,746	374,359	519,639
Funds Carried Forward	15/16	190,163	2,000	32,631	224,794	374,359

There were no recognised gains and losses other than as stated in the SOFA

The attached notes form an integral part of these financial statements

# **BALANCE SHEET AS AT 31 MARCH 2010**

		2010	0	200	9
	Notes	£	£	£	£
FIXED ASSETS					
Tangible Fixed Assets	10		3,456		6,306
Investments	11		2,000		2,000
CURRENT ASSETS					
Debtors	13	64,830		57,165	
Cash at Bank		197,384		365,747	
Cash in Hand		782		996	
		262,996		423,908	
LIABILITIES:					
Amounts falling due					
within one year	14	43,658	_	57,855	
NET CURRENT ASSETS			219,338		366,053
TOTAL NET ASSETS		-	224,794	-	374,359
		=		=	
REPRESENTED BY:					
ACCUMULATED FUNDS					
Unrestricted	16		190,163		345,613
Designated Funds	16		2,000		2,000
Restricted	16	_	32,631	_	2 <u>6,</u> 746
		-	224,794	=	37 <u>4,35</u> 9

Approved on behalf of the Directors'/Trustees' on November 2010

Mr Brian White FCA (Chairman)

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985

The attached notes form an integral part of these financial statements

Mr Jan Harlow (Deputy Chairman)

# MEDEQUIP4KIDS LIMITED NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2010

#### 1 ACCOUNTING POLICIES

1 1 The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities SORP (March 2005), applicable accounting standards and the Companies Act 2006.

## 1.2 Incoming Resources

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

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

- Grants and investment income are reflected in the accounts when receivable
- Grants which relate to a specified future period are deferred
- Donations, gifts and other income are reflected in the accounts when received

## 1.3 Resources Expended

All expenditure other than that capitalised has been reflected in the Statement of Financial Activities on an accruals basis

Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates

Charitable expenditure includes 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

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

#### 1.4 Valuation, Capitalisation and Depreciation of Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, as follows.

Fixtures and Fittings
Office Equipment

15% on cost 25% on cost

#### Tavation

1.5

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full

The organisation is not registered for value added tax but can claim exemption from certain purchases (see note 3)

#### 1.6 Investments

Investments are stated at market value at the balance sheet date

#### 1.7 Pensions

The company operates a defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

## 2 DONATIONS IN KIND

The amounts shown of £75 (2009 £2,144) were valued by the Director of Administration

#### MICUEGUICANIDO LIMITED

#### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2010

# 3 SAVINGS ACHIEVED (BENEFITS CONFERRED BY CHARITABLE STATUS)

As a result of its charitable status, the charity has achieved savings on the buying of medical equipment for the hospitals at discounts/donations for £10,443 (2009 £1,442) net of VAT estimated by the Director of Fundraising

Other benefits brought about by the charity which were not included in the Statement of Financial Activities were savings achieved on its obtaining Value Added Tax exemption on the purchase of medical equipment and building costs. The amount saved as calculated by the Director of Fundraising was £xx,xxx (2009 £217,987)

		Unrestricted	Restricted	i otai	i otai
4	COST OF GENERATING FUNDS	Funds	Funds	2010	2009
		£	£	£	£
	Staff Salaries & Pensions	127,266	-	127,266	123,230
	Travel & Motor Expenses	12,524	-	12,524	12,225
	International Events	68,632	-	68,632	6,970
	United Kingdom Events	47,273	-	47,273	21,300
	Home Money Boxes	3,571	-	3,571	16,485
	Committees, Groups & Associations	5,521	-	5,521	3,668
	Corporate & Charitable Trusts	13,656	_	13,656	22,226
	Donor Development	5,110	-	5,110	16,726
	Other Fundraising Costs	2,145	-	2,145	1,269
	Donated Prizes/Goods	-	457	457	649
	Raffles Prizes/Tickets	443	-	443	332
	Support costs (see note 7)	77,062	-	77,062	72,607
		363,203	457	363,660	297,687
5	CHARITABLE EXPENDITURE				
		Unrestricted	Restricted	Total	Total
		Funds	Funds	2010	2009
		£	£	£	£
	Schools and project Programmes	95,937	-	95,937	137,349
	Support costs	71,134	-	71,134	65,612
	Medical Equipment donated	255,694	72,630	328,324	227,544
		422,765	72,630	495,395	430,505
	Saving achieved - Note 3	<del>-</del>	10,061	10,061	1,409
	TOTAL CHARITABLE EXPENDITURE	422,765	82,691	505,456	431,914
	I O I ALI VILANILLE EVI FUDILONE	422,700	02,031	303,430	701,014

# MEDEQUIP4KIDS LIMITED NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2010

	Unrestricted Funds	Restricted Funds	Total 2010	Total 2009
GOVERNANCE COSTS				
	£	£	£	£
Insurance	1,307	-	1,307	876
Audit and accountancy Fees	4,635	_	4,635	4,510
Travel & Motor Expenses	· -	-	•	2,000
Books, Journals & Subscriptions	-	-	-	1,362
Food, Drinks & Catering Costs	857	-	857	189
	6,799	-	6,799	8,937

			Unrestricted Funds	Restricted Funds	Total 2010	Total 2009
7	SUPPORT COSTS					
			£	£	£	£
	Staff Salaries & Pensions		93,750	-	93,750	92,618
	Staff Recruitment		-	-	-	1,548
	Postage, Printing, Stationery		6,104	_	6,104	9,772
	Offices Costs incl Telephone & light & heat		29,569	-	29,569	17,047
	Donated office costs		-	_	-	2,937
	Repairs, Computer Maintenance		12,982	-	12,982	12,425
	General Expenses		1,923	-	1,923	811
	Training & Conferences		, O	-	· <u>-</u>	450
	Bank Charges		1,018	-	1,018	239
	Depreciation		2,850	_	2,850	1,781
			148,196		148,196	139,628
					<u> </u>	·
	Charitable expenditure		71,134	_	71,134	43,023
	Cost of generating funds		77,062	-	77,062	46,609
			148,196	- [	148,196	89,632
8	TOTAL RESOURCES EXPENDED					
		Staff	Depreciation	Other	Total	Total
		Costs	Assets Loss	Costs	2010	2009
		£	£	£	£	£
	Costs of Generating Funds	176,102	1,482	186,076	363,660	297,687
	Services Provided	165,244	1,368	338,844	505,456	431,914
	Governance costs	-	-	6,799	6,799	8,937
		341,346	2,850	531,719	875,915	738,538
	Staff Costs				£	£
	Wages and Salaries				310,181	286,094
	Social Security Costs				23,268	20,974
	Pension Costs				7,897	6,538
				_	341,346	313,606
	No employee earned £60,000 per annum or r	nore				
	The average number of employees, analysed	by function v	was		^	^
	Services				6	6
	Fundraising and Publicity				7	6 3 15
	Management and Administration				3 16	3

2,000

2,000

2,000

2.000

# NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2010

	2010	2009
Other Costs	£	£
Medical Equipment & Savings Achieved	295,888	227,544
Schools programme	11,798	37,515
Fundraising & Other Expenses	146,237	89,625
Travel & Motor	15,655	16,301
Insurance	1,307	876
Printing, Stationery, Telephone & office costs	35,786	26,819
Professional & Accounting	4,635	4,510
Minor Equipment & Repairs	12,982	12,425
Training & Conferences	-	450
Refreshment & Recruitment	-	1,737
Sundries, books etc	3,450	2,173
Bank Charges	1,018	239
Donated costs	2,963	2,937
	531,719	423,151

#### 9 TRUSTEES' REMUNERATION AND EXPENSES

No remuneration, directly or indirectly out of the funds of the charity, was paid or payable, to any trustee or to any persons known to be connected with any of them. No reimbursement of expenses has been made, or is due to be made, to any of the trustees in respect of the period.

# 10 TANGIBLE FIXED ASSETS

11

At 1 April

Market Value of Investments at 31 March

TANGIBLE FIXED ASSETS	Office Equipment £	Fixtures & Fittings £	Total £
COST	r.	E.	L
At 1 April 2009	11,509	365	11,874
Additions	· -	-	-
At 31 March 2010	11,509	365	11,874
DEPRECIATION			
At 1 April 2009	5,256	312	5,568
Charge for Year	2,798	52	2,850
At 31 March 2010	8,054	364	8,418
NET BOOK VALUE			
At 31 March 2010	3,455	1	3,456
At 31 March 2009	6,253	53	6,306
INVESTMENTS			
···-		2010	2009
		£	£

Investments have been valued by the trustees taking into account the restrictions placed on the investments

Investments consist of UK listed investments £1,000 and overseas listed investments £2,000

# NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2009

12	CAPITAL COMMITMENTS			2010 £	2009 £
	Contracted for but not provided		=	nıl	nıl
13	DEBTORS			2010 £	2009 £
	Prepayments Gift aid tax		-	60,664 4,166 64,830	53,678 3,487 57,165
14	LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YE	AR		£	£
	Accruals Other taxes and social security costs			37,902 5,756	57,855 -
			=	43,658	57,855
15	ANALYSIS OF NET ASSETS BETWEEN FUNDS				
		Fixed Assets	Net Current Assets	Total 2010	Total 2009
		£	£	£	£

32,631

186,707

219,338

2,000 3,456

5,456

32,631

2,000 190,163

224,794

26,746

2,000 345,613

374,359

Total restricted funds

Designated funds Unrestricted funds

# NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2010

# 16 RESTRICTED FUNDS:

	Balance at <u>01/04/09</u>	Incoming	Outgoing	Balance at 31/03/10
Blackburn Hospital	1,566	880	-	2,446
Wigan OPD	417	-	-	417
Macclesfield Ophthalmology	985	-	985	-
Royal Bolton Hospital	500	-	500	-
Countess of Chester	1,515	-	1,515	-
Rochdale Infirmary NHS Trust	3,297	-	3,297	-
NMGH Neo Natal	-	5,000		5,000
Wirral Hospital NHS Trust	11,095	1,000	12,095	-
Macclesfield District General	1,000		1,000	-
Stepping Hill Neo Natal Unit	-	8,552	8,552	•
Fairfield Hospital	698		698	-
Tameside NHS Trust	270	7,416	7,686	-
Oldham Community Health Service	596		596	-
Royal Oldham Maternity Unit	1,000	6,601	5,373	2,228
Whiston NHS Trust	300	750	1,050	0
Firwood Special School	500	1,750		2,250
Ormskirk & District Gen Hospital	3,007		3,007	-
Committed to breastfeeding program	-	9,903	9,903	-
Blackpool Victoria	-	1,089	839	250
Halliwell Children's Centre	-	989		989
Salford Royal Hospital	-	3,350	3,111	239
Leeds General Infirmary	-	5,738	3,008	2,730
Preston Hospital	-	4,382		4,382
Clown Doctor program	-	950	950	-
Trafford Audiology	-	5,000	5,000	-
Wyhenshawe Hospital	-	11,000		11,000
Royal Bolton Hospital	-	2,265	2,265	0
University of North Saffs Hospital	-	1,200	1,200	-
Gifts in Kind and Savings	-	10,518	10,518	-
Other small amounts	-	200	-	200
North Wales NHS Trust	-	500	-	500
TOTAL RESTRICTED	26,746	89,033	83,148	32,631
UNRESTRICTED FUNDS				
Designated funds	2,000	-	-	2,000
General funds	345,613	637,317	792,767	190,163
	374,359	726,350	875,915	224,794

Designated funds relate to donated investments which are waiting for an appropriate time to realised

# 17 DONATIONS RECEIVED

These are donations received from the public for the purpose of purchasing paediatric medical equipment, funding enhancements to facilities that improve the delivery of children's healthcare and the operating costs of the charity

# NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2010

11

18	DONATED GOODS AND SERVICES	2010 £	2009 £
	Fundraising and Publicity.	_	_
	Donated Prize/Goods	75	649
	Management and Administration:		
	Donated Office Costs incl Telephone, Computer exp, etc	-	1,495
		75	2,144

# 19 Auditors' Ethical Standards

In common with many businesses of our size and nature we use our auditors to assist with the preparation of the preparation of the financial statements