Directors' report and financial statements for the year ended 31 March 1998

Registered No: 18487



Annual report and financial statements for the year ended 31 March 1998

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Directors' report for the year ended 31 March 1998

The directors present their report and the audited financial statements for the year ended 31 March 1998.

Principal activities

The principal activities of the company are to provide for the general welfare of children, families, the old, the handicapped, the disabled, and the needy who are partially or wholly unable to provide for themselves, and to act in co-operation with the statutory authorities and other organisations, voluntary or otherwise, engaged in the furtherance of general welfare.

Charitable status

The company has been granted charitable status by the Inland Revenue with a charity registration number of SC012950.

Result for the year

The surplus for the year amounted to £206,000 (1997 - £63,000).

Annual Report 1998

The Directors' report and financial statements should be read in conjunction with the Annual Report 1998 which describes the charity's objects and reviews the development, activities and achievements of the charity during the year. The Annual Report 1998 also lists the principal officers and advisors of the charity along with details of donations and legacies received during the year.

Copies of the Annual Report 1998 are available from the Secretary.

Review of financial position

During the year the company has applied its incoming resources in meeting the charitable objectives of its member societies. The company's heritable property, summarised in Note 22, continues to be used in furtherance of these charitable objectives. The directors consider the financial position of the company at 31 March 1998 to be satisfactory, taking account of the financial implications of their future plans.

Directors

The directors who held office during the year were:

M Adam (resigned 29 January 1998) Ms H A Kelman

Miss A M D. Alexander Ms F Kennedy

M Archibald G Kyle

A D Burns Mrs E Lyall

J Butler I E Maclean

P Cassidy N G Macleod

F C Connon J Martin

Mrs M E Crosby Mrs D Meston

P Dawson I Nethercott (appointed 29 January 1998)

Ms C Forrest A Robb

W Good Mrs J Simpson

Mrs M Hay P Staite

Mrs A R G Henderson H J Tocher

Cllr L Ironside M F Watson

The directors have subscribed to the funds of the company a minimum of £10.00 annually. No director has any interest in the funds of the company.

Employment of disabled persons

The company gives full and fair consideration to the employment of disabled persons, having regard to the individual's particular aptitudes and abilities and the requirement of the employment.

Employee Involvement

Regular meetings are held between the management and staff and copies of the minutes of Board and Committee meetings are available to all employees.

Statement of directors' responsibilities

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 company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to operate.

ABERDEEN ASSOCIATION OF SOCIAL SERVICE

(A company limited by guarantee, not having a share capital)

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Year 2000

The Year 2000 issue, which stems from computer systems storing date information by the last 2 digits only, could result in processing faults on the change of the century.

The company is in the process of conducting a review of the implications of the issue for its operations and is developing an implementation plan to test and handle the problems. The costs associated with managing the problem should not be significant.

Auditors

A resolution to reappoint the auditors, Coopers & Lybrand, will be proposed at the annual general meeting.

Registered office

The company's registered office is 38 Castle Street, Aberdeen, AB11 5YU.

By order of the board

William Howie

Secretary

WILLIAM HOWE

Report of the auditors to the members of

ABERDEEN ASSOCIATION OF SOCIAL SERVICE (A company limited by guarantee, not having a share capital)

We have audited the financial statements on pages 5 to 18.

Respective responsibilities of directors and auditors

As described on page 2 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 31 March 1998 and of its surplus, total recognised gains, and cash flows for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Coopers * Lybrand

Chartered Accountants and Registered Auditors

Aberdeen, 20 August 1998

Income and expenditure account for the year ended 31 March 1998

	Notes	1998 £'000	1997 £'000
Income Direct charitable expenditure Other expenditure	2	7,387	6,634
	3	(7,174)	(6,562)
	3	(520)	(478)
Operating deficit	6	(307)	(406)
Investment income	7	471	473
Realised gain/(loss) on investments		42	(4)
Surplus for the financial year		206	63
Transfer to designated reserves		(70)	(120)
Surplus/(deficit) after transfers		136	(57)

All the above results are from continuing activities.

There is no material difference between the surplus for the financial year stated above and its historical cost equivalent.

Balance sheet - 31 March 1998

	Notes		98		97
		£'000	£'000	£'000	£'000
Fixed assets				•	
Tangible assets	8		6,179		6,541
Investments	9		8,534		6,427
			14,713		12,968
Current assets					
Stocks	10	29		25	
Debtors	11	303		313	
Investments	12	2,576		1,432	
Cash at bank and in hand		17		33	
				1.002	
		2,925		1,803	
Creditors: amounts falling due					
within one year	13	(870)		(797)	
·					
Net current assets			2,055		1,006
Total assets less current			17.570		12.074
liabilities			16,768		13,974
Creditors: amounts falling due					
after one year	14		(4,982)		(4,492)
Net assets			11,786		9,482
Net assets			====		
Endowment funds	15		6		6
Restricted funds	16		7,709		6,395
Designated funds	17	,	292		228
Unrestricted funds			3,779		2,853
			11,786		9,482

Approved by the board on 1 ST. Juny, 1998

FRANK C CONNON

Nill: John Director WILLIAM GOOD

Cash flow statement for the year ended 31 March 1998

	Notes	1998 £'000	1997 £'000
Net cash inflow/(outflow) from operating activities	19	(110)	(170)
Returns on investments and servicing of finance:			
Dividends received Interest received		350 121	332 176
Net cash inflow from returns on investments and servicing of finance		471	508
Capital expenditure and financial investment Sale of investments Sale of tangible fixed assets Purchase of investments Purchase of tangible fixed assets Legacies and grants received Net cash inflow/(outflow) from investing activities Management of liquid resources Net movement on money market deposits Increase/(decrease) in cash	20	691 412 (659) (303) 626 ——————————————————————————————————	(2,620) 328 (2,154) (86) (1,902)
Statement of total recognised gains an losses for the year ended 31 March 19	nd 198	1998 £'000	1997 £'000
Surplus for the financial year Unrealised gains on investments		206 2,098	63 659
Total recognised gains for the year		2,304	722

Statement of financial activities for the year ended 31 March 1998

	Unrestricted	Designated	Restricted	Endowment	Total	Total
	funds	funds	funds	funds	1998	1997
	£'000	£'000	£'000	£'000	£'000	£'000
Incoming resources						
Donations/grants	123	25	2,556	•	2,704	1,892
Board charges	•	•	4,554	-	4,554	4,242
Investment income	90	•	381	-	471	473
Other	357	59	203		619	703
Total incoming resources	570	84	7,694	•	8,348	7,310
Less income deferred, net of release	• •	-	(490)	-	(490)	(203)
	570	84	7,204	-	7,858	7,107
Resources expended						
Direct charitable expenditure:						
Social work and community services	186	-	167	•	353	2,246
Residential care	-	-	4,399	-	4,399	3,706
Property expenses	4	-	-	-	4	253
Other	220	90	2,108		2,418	357
Total direct charitable expenditure	410	90	6,674	-	7,174	6,562
Other expenditure:						
Fundraising and publicity	44	-	97	•	141	126
Management and administration	28	<u> </u>	351	-	379	352
Total other expenditure	72	-	448	-	520	478
Total resources expended	482	90	7,122	•	7,694	7,040
Net (outgoing)/incoming resources	88	(6)	82	-	164	67
Gain/(loss) on investments:		,	-			
Realised	18	-	24	-	42	(4)
Unrealised	890	-	1,208	-	2,098	659
Net movement in funds	996	(6)	1,314	•	2,304	722
Fund balances at 01/04/97	2,853	228	6,395	6	9,482	8,760
Transfers between funds	(70)	70				•
Fund balances at 31/03/98	3,779	292	7,709	6	11,786	9,482

Notes to the financial statements for the year ended 31 March 1998

1 Principal accounting policies

The financial statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom and the recommendations set out in Statement of Recommended Practice - "Accounting by Charities", issued in October 1995.

Basis of Accounting

The financial statements are prepared on the historical cost basis of accounting, modified by the revaluation of fixed asset investments.

Tangible fixed assets

Fixed assets are included in the balance sheet at cost. Depreciation is provided in the year in which the fixed assets are brought into use. The rates of depreciation used are calculated to write off the cost less estimated residual value of each asset evenly over its expected useful life as follows:

Land and buildings		50 years
Motor vehicles	•	5 years
Furnishings and equipment		5 years

Capital receipts received in respect of fixed assets expenditure are treated as deferred income and are credited to the income and expenditure account over the related depreciation period.

Fixed asset investments

Investments are valued at market value at the balance sheet date.

Stocks

A valuation of farm stocks is carried out by an independent valuer. Stocks are stated in accordance with this valuation.

Operating Leases

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Pension

The company contributes to two pension schemes. The amounts of contributions payable to the pension scheme in the year are charged to the Income and Expenditure account.

Notes to the financial statements for the year ended 31 March 1998

Funds

Endowment funds represent funds earmarked by the donor to be held as capital.

Restricted funds represent funds earmarked either by the donor or by the terms of an appeal for particular projects.

Designated funds are unrestricted funds earmarked by the Board for particular projects.

Certain funds classified as designated funds and other charitable funds last year have been reclassified as restricted funds as the directors consider that this more appropriately describes the nature of the funds.

All funds held by the individual charities, as detailed in the financial summary on page 19, are available for use only according to the objectives of each society.

2 Income

Income comprises:		
1	1998	1997
	£'000	£'000
Donations, subscriptions and covenants	338	395
Grants	2,366	1,497
Board charges	4,554	4,242
Thrift shop revenue	145	122
Farm revenue	56	66
Employment training grants	-	35
Legacies	22	16
Other	396	464
Transfer from deferred income	136	125
Transfer to deferred income	(626)	(328)
*	7,387	6,634

Notes to the financial statements for the year ended 31 March 1998

3 Analysis of total resource expended

	1998	1997
Direct charitable expenditure:	£'000	£'000
Social work and community services	962	892
Financial and material aid	112	123
Holidays and outings	25	25
Employment training	-	97
Mental Health Services	1,015	908
Thrift Shop expenses	63	47
Services for the elderly	2,876	2,627
Children's Services	1,260	1,103
Learning disabilities	352	308
Other	249	185
Depreciation	260	247
	7,174	6,562
Other expenditure:		
Fundraising and publicity	141	126
Management and administration	379	352
	520	478
	<u> </u>	

4 Directors' emoluments

The directors of the Board received no emoluments during the year (1997 - £Nil).

5 Employee information

The average monthly number of persons employed by the company during the year was 492 (1997: 459). This includes 4 (1997: 9) staff for whom the company acts as the formal employer on behalf of other voluntary agencies.

Employment costs:-	1998	1997
	£'000	£'000
Wages and salaries	4,994	4,503
Social security costs	406	364
Other pension costs	151	140
Total direct costs of employment	5,551	5,007
• •		

There are no (1997: nil) employees whose emoluments for the year were greater than £40,000.

Notes to the financial statements for the year ended 31 March 1998

6 Operating deficit

Operating deficit is stated after charging:

	1998	1997
	£'000	£'000
Auditors' remuneration		
- for audit	8	7
- for non-audit	4	6
Operating lease rentals for plant and machinery	2	2
Gain on sale of fixed assets	7	7
		
7 Investment income		
	£'000	£'000
Income from listed fixed asset investments	350	332
Other interest receivable and similar income	121	141
	471	473

8 Tangible fixed assets

	Heritable property £'000	Motor vehicles £'000	Furnishings and equipment £'000	Total £'000
Cost				
At 1 April 1997	7,196	223	316	7,735
Additions	164	23	116	303
Disposals	(440)	(15)	-	(455)
At 31 March 1998	6,920	231	432	7,583
Depreciation				
At 1 April 1997	971	136	87	1,194
Charge for year	142	37	81	260
Disposals	(35)	(15)	•	(50)
At 31 March 1998	1,078	158	168	1,404
Net book value				
At 31 March 1998	5,842	73	264	6,179
			220	C 5 4 1
At 31 March 1997	6,225	87	229	6,541

Notes to the financial statements for the year ended 31 March 1998

9 Fixed asset investments

	1998	1997
	£'000	£'000
Market value at 1 April	6,427	5,902
Less: disposals at opening book value	(650)	(134)
Add: additions	659	•
Net gains on revaluation at 31 March	2,098	659
Market value at 31 March	8,534	6,427
Historical cost at 31 March	4,102	4,061
Investments at market value include:	£'000	000°£
Investments listed on a recognised		
stock exchange	8,534	6,427
Unlisted shares at cost	<u> </u>	
	8,534	6,427
	<u> </u>	

10 Stocks

The amounts attributable to different categories are as follows:

	£'000	£'000
Livestock	21	16
Crops	2	3
Seeds, manures and feeding stuffs	6	6
•		
	29	25

Notes to the financial statements for the year ended 31 March 1998

11 Debtors

	1998 £'000	1997 £'000
Amounts falling due within one year Other debtors	279	297
Amounts falling due after one year Other debtors	24	16
	303	313

12 Current asset investments

Current asset investments relate to amounts held on short term deposits.

13 Creditors: amounts falling due within one year

	1998	1997
	£'000	£'000
Other creditors	119	124
Taxation and social security	110	108
Accruals and deferred income	641	565
	870	797

14 Creditors: amounts falling due after one year

	Deferred income £'000
At 1 April 1997 Added in year Transfer to income and expenditure account	4,492 626 (136)
At 31 March 1998	4,982

Notes to the financial statements for the year ended 31 March 1998

15 Endowment funds

	Balance at	Incoming	Outgoing	Balance at
	31 March 1997	resources		31 March 1998
	£'000	£'000	£'000	£'000
James Mackie Bequest	3	•	_	3
Coutts Trust Fund	1	-	_	1
Thomson Trust Fund	1	-	_	ī
Burton Memorial Fund	1	_	_	ĩ
But fold Memorial Land				
	6	_	-	6
16 Restricted funds				
	Balance at	Income	Outgoing	Balance at
	31 March 1997	resources	resources	31 March 1998
	000°£	£'000	£'000	£'000
Voluntary Service Aberdeen	32	603	593	42
Aberdeen Children's Society	626	295	154	767
AgeCare Aberdeen	4,423	4,349	3,429	5,343
Easter Anguston	229	454	396	287
Linn Moor Residential School	891	1,476	1,316	1,051
Richmondhill House	70	224	224	70
St Aubin's Project	113	1,112	1,088	137
Other	11	19	18	12
o mor				
	6,395	8,532	7,218	7,709
				
17 Designated funds	•	•		
<u> </u>				
	Balance at	Income	Outgoing	Balance at
	31 March 1997	resources	resources 3	1 March 1998
	£,000	£'000	£'000	£'000
Repairs, renewals and improvemen	nts 160	70		230
Staff training reserve	68	84	(90)	62
	228	154	(90)	292

Notes to the financial statements for the year ended 31 March 1998

18 Analysis of net assets between funds

	Unrestricted	Designated	Restricted	Endowment	
	funds	funds	funds	funds	Total
	£'000	£'000	£'000	£'000	£'000
Fund balances at 31 March					
1998 are represented by:					
Tangible fixed assets	893	-	5,286	-	6,179
Investments	3,215	292	5,021	6	8,534
Current assets	507	-	2,418	-	2,925
Current liabilities	(204)	-	(666)	-	(870)
Deferred income	(632)	-	(4,350)	-	(4,982)
			7.700		11 706
	3,779	292	7,709	6	11,786
	<u></u>				

Reconciliation of deficit for the year to net cash inflow/(outflow) from operating activities

	1998	199 7
	£'000	£'000
Operating deficit for year	(307)	(434)
Depreciation	260	247
(Increase)/decrease in stocks	(4)	-
(Increase)/decrease in debtors	10	34
Increase/(decrease) in creditors	74	115
(Gain)/loss on sale of tangible fixed assets	(7)	(7)
Amortisation of deferred income	(136)	(125)
Net cash outflow from operating activities	(110)	(170)
		

20 Analysis of changes in net funds

	At 1 April	Cash	At 31 March
	1997	flows	1998
	£'000	£'000	£'000
Cash in hand and at bank	33	(16)	17
Call deposits	(256)	832	576
Money market deposits	(223)	816	593
	1,688	312	2,000
	1,465	1,128	2,593

Notes to the financial statements for the year ended 31 March 1998

21 Contingent liabilities and financial commitments

	1998	1997
	£'000	£'000
Capital expenditure		
Expenditure contracted for	-	
Approved by the directors but not yet contracted for	2,400	2,400

The project approved by the directors but not yet contracted includes £2,400,000 (1997: £2,400,000) for a new residential care home for elderly people.

Lease commitments

The company has financial commitments in respect of non-cancellable operating leases of plant and machinery. The rentals payable under these leases in the next year are as follows:

	1998	1997
	£'000	£'000
Date of lease termination:		
Within one year	-	1
In second to fifth years inclusive	1	1
•		
•	1	2

Notes to the financial statements for the year ended 31 March 1998

22 Heritable property

The company owns the following subjects in Aberdeen:-

Broomhill Park Old People's Home

Forestgait Old People's Home

Fountville Old People's Home

Ruthrieston House Old People's Home

Woodgrove Home for Older People with Dementia

Sheltered Housing Flats - 1 - 20 Forestgait Lodge, King's Gate /Richmondhill Place

Special Purpose Housing - Flats 1 - 5, 56 Loanhead Terrace

Broomhill Leisure Centre, Broomhill Road

House, 5 Cromwell Gardens

Woodside Leisure Centre, Clifton Road

Richmondhill House, Richmondhill Place

Children's Centre, Richmondhill Place

Millbank House, 139 Hardgate

Linn Moor Residential School, Peterculter

2 staff houses - Linn Moor School, Peterculter

Thrift Shops:-

- 206 King Street
- 82 King Street
- 431 George Street
- Gallowgate

38 Castle Street

Easter Anguston, Peterculter:-

- buildings and land
- 2 staff houses
- Crichton House
- 14 Dalmaik Terrace, Peterculter
- 40 Crown Crescent, Peterculter
- Craigton Grove

St Aubin's Project:

- 87 South Anderson Drive
- 318 Great Western Road
- 271 Clifton Road
- Northfield Lodge

23 Taxation

The Inland Revenue has granted the company charitable status and accordingly no provision for taxation is required.

24 Pension costs

The company contributes to two pension schemes for certain employees: The Pensions Trust, a defined contribution scheme, and the Scottish Teachers Superannuation Scheme, a defined benefit scheme. The assets of all schemes are held separately from those of the company. The pension cost charge represents contributions payable by the company to the funds and amounted to £150,000 (1997: £140,000). Contributions totalling £22,000 (1997-£19,000) were payable to the funds at 31 March 1998 and are included in creditors.

25 Members' liability

Members' liability is limited by guarantee not in excess of £1 per member.

Financial Summary of Individual Societies for the year ended 31 March 1998

				Total
				Funds
			Surplus	at
	Income	Expenditure	(Deficit)	31.3.1998
	£'000	£'000	000°£	£'000
Voluntary Service Aberdeen	1,239	1,235)4	4,113
Aberdeen Children's Society	141	154	(13)	767
AgeCare Aberdeen	3,506	3,499	7	5,343
Easter Anguston	421	416	5	287
Linn Moor Residential School	1,276	1,316	(40)	1,055
Richmondhill House	218	224	(6)	72
St Aubin's Project	1,083	1,088	(5)	137
Consolidation adjustments	(26)	(78)	52	12
	7,858	7,854	4	11,786
Realised gain on investments			42	
Add back fund transfers			90	
Surplus for the financial year			136	

Per Revenue Account

	£
Income	7,387
Investment income	471
	7,858