

STIRLING DISTRICT CITIZENS ADVICE BUREAU LIMITED

THE NORMAN MACEWAN CENTRE

CAMERONIAN STREET

STIRLING

ACCOUNTS FOR THE YEAR ENDED 31st MARCH 1998



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REPORT AND ACCOUNTS FOR THE YEAR ENDED 31st MARCH 1998

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Directors

Alex Young
Tom Bell

Secretary

Mike Brecken

Accountants

Messrs. Macfarlane Gray,
Chartered Accountants,
15, Gladstone Place,
Stirling.
FK8 2NX

Bankers

The Royal Bank of Scotland plc,
2, Pitt Terrace,
Stirling.
FK8 2EZ

Registered Office

The Norman MacEwan Centre,
Cameronian Street,
Stirling.
FK8 2DX

Registration Number

SC 126241

DIRECTORS' REPORT FOR THE YEAR ENDED 31st MARCH 1998

The Directors have pleasure in submitting their Report and Statement of Accounts for the year ended 31st March, 1998.

Results and Dividends

The results for the year are as detailed within the Revenue Statements on pages 3, 4, and 6.

Review of the Business

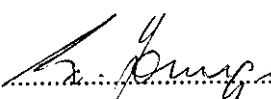
The principal activity of the Company during the year was that of a Citizens Advice Bureau.

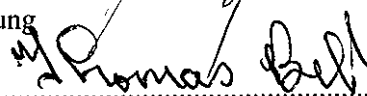
The Mental Health Project ceased in April 1997.

Share Capital

The Company is limited by guarantee and has no share capital.

By Order of the Board

.......... DIRECTOR
Alex Young

.......... DIRECTOR
Tom Bell

.....18th November 1998..... DATE

**ACCOUNTANT'S REPORT TO THE MEMBERS OF
STIRLING DISTRICT CITIZENS ADVICE BUREAU LIMITED**

STIRLING, 18th November 1998

As described on pages 5 and 7, the Company's Directors are responsible for the preparation of the Accounts, and they believe that the Company is exempt from an audit. In accordance with their instructions and in order to fulfil their responsibilities, we have prepared the Accounts on pages 3 to 8 from the accounting records and from information and explanations supplied to us.

As we have not performed an audit we do not provide any assurance that the Accounts show a true and fair view, which remains the sole responsibility of the Directors.

.....*MacFarlane Gray*.....
MACFARLANE GRAY
Chartered Accountants

SDCAB INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 1998

1997		1998	
£	£	£	£
	Income		
	33,000	43,325	
	-	7,662	
	4,140	-	
	1,000	-	
38,231	<u>91</u>	<u>101</u>	51,088
	Expenditure		
	24,931	32,816	
	-	2,799	
	50	9	
	200	88	
	903	607	
	486	520	
	2,297	3,149	
	2,484	2,588	
	1,099	1,309	
	1,622	678	
	1,192	1,753	
	83	-	
	609	701	
	1,219	1,165	
	261	797	
	194	75	
	-	187	
	130	65	
	628	735	
	1,526	341	
<u>39,957</u>	<u>43</u>	<u>-</u>	<u>50,382</u>
<u>(1,726)</u>	Excess Income/(Expenditure)		<u>706</u>

The notes on page 8 form part of these Accounts

MHP INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 1998

1997		Income	1998	
£	£		£	£
	-			-
		Expenditure		
17,505		Salary Costs	1,456	
2,000		Management Fees	-	
175		Premises Costs	-	
54		Stationery and Postage	-	
8		Travel	-	
3		Miscellaneous	-	
150		Accountancy Fees	-	
125		Printing	-	
57		Publicity	-	
274		Conferences	-	
<u>21,196</u>	<u>845</u>	Phone	<u>54</u>	<u>1,510</u>
<u>(21,196)</u>		Excess Income/(Expenditure)		<u>(1,510)</u>

The notes on page 8 form part of these Accounts

SDCAB BALANCE SHEET AS AT 31st MARCH 1998

	1997		1998
£	£	£	£
		Current Assets	
	25	Cash on Hand	25
	6,331	Current Account	6,795
	10,098	Deposit Account	5,199
17,948	<u>1,494</u>	Debtors	<u>246</u>
			<u>12,265</u>
		Current Liabilities	
<u>7,608</u>		Creditors	<u>2,729</u>
<u>10,340</u>		Net Assets	<u>9,536</u>
		Represented by:	
	6,719	SDCAB Brought Forward	4,993
	<u>(1,726)</u>	Excess Income/(Expenditure)	<u>706</u>
4,993			5,699
297		Training Reserve	297
2,419		MHP Reserve	909
2,400		Eastern Villages Reserve	2,400
<u>231</u>		Capital Reserve	<u>231</u>
<u>10,340</u>			<u>9,536</u>

The Directors:

1. Confirm that for the year ending 31st March 1998 the Company was entitled to the exemption under subsection (1) of section 249A of the Companies Act 1985, as amended;
- and
2. Confirm that no notice requiring an audit had been deposited under subsection (2) of section 249B of that Act in relation to the Accounts for the financial year;
- and
3. Acknowledge their responsibility for:
 - (a) Ensuring that the Company keeps accounting records which comply with section 221 of the Companies Act 1985, as amended; and
 - (b) Preparing Accounts which gave a true and fair view of the state of affairs of the Company as at the financial year end and of its profit or loss for the financial year in accordance with the requirements of section 226 of that Act, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the Company.

The Directors have taken advantage of the exemptions conferred by Part 1 of Schedule 8 to the Companies Act 1985, applicable to small companies in preparation of their Accounts, and have done so on the grounds that, in their opinion, the Company is entitled to the benefit of those exemptions as a small company.

Approved by the Board

Alex Young.....DIRECTOR
Alex Young

Tom Bell.....DIRECTOR
Tom Bell

.....18th November 1998...DATE

The notes on page 8 form part of these Accounts

SAPP INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31st MARCH 1998

		1997		1998	
		£	£	£	£
	Income				
	Urban Aid and Funding	33,983			-
	Expenditure				
	Salary Costs	29,113		8	
	Management and Administration Costs	4,140		-	
	Training	507		-	
	Printing and Publicity	215		-	
	Books and Information	469		(21)	
	Computer Costs	165		-	
	Stationery	266		-	
	Travel Costs	95		-	
	Premises Costs	448		-	
	Light & Heat	258		18	
	Telephone	432		-	
	Conference Fees	174		-	
	Conference Costs	(306)		-	
	Subscriptions	27		-	
	Miscellaneous	118		-	
	Accountancy Fees	<u>150</u>		<u>-</u>	<u>5</u>
		36,271			
	Excess Income/(Expenditure)	<u>(2,288)</u>			<u>(5)</u>

The notes on page 8 form part of these Accounts

SAPP BALANCE SHEET AS AT 31st MARCH 1998

	1997		1998
£	£		£
1,804		Current Assets	
		Current Account	152
		Current Liabilities	
	235	Creditors	-
	<u>1,494</u>	Citizens Advice Bureau	<u>82</u>
<u>1,729</u>			<u>82</u>
<u>75</u>		Net Assets	<u>70</u>
		Represented by:	
2,363		Balance Brought Forward	75
<u>(2,288)</u>		Excess Income/(Expenditure)	<u>(5)</u>
<u>75</u>			<u>70</u>

The Directors:

1. Confirm that for the year ending 31st March 1998 the Company was entitled to the exemption under subsection (1) of section 249A of the Companies Act 1985, as amended;
- and
2. Confirm that no notice requiring an audit had been deposited under subsection (2) of section 249B of that Act in relation to the Accounts for the financial year;
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3. Acknowledge their responsibility for:
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 - (b) Preparing Accounts which gave a true and fair view of the state of affairs of the Company as at the financial year end and of its profit or loss for the financial year in accordance with the requirements of section 226 of that Act, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the Company.

The Directors have taken advantage of the exemptions conferred by Part 1 of Schedule 8 to the Companies Act 1985, applicable to small companies in preparation of their Accounts, and have done so on the grounds that, in their opinion, the Company is entitled to the benefit of those exemptions as a small company.

Approved by the Board

.....*Alex Young*.....DIRECTOR
Alex Young

.....*Tom Bell*.....DIRECTOR
Tom Bell

.....18th November 1998....DATE

The notes on page 8 form part of these Accounts

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 1998

1. ACCOUNTING POLICIES

Basis of Accounting

The Accounts have been prepared under the historical cost basis of accounting.

Capital Expenditure

Capital expenditure is financed mainly by grants and is written off in the year of purchase.

2. STAFF COSTS

This is as detailed within the Accounts. The average number of staff during the year was 2 (1997:7).

3. TAXATION

The Company is accepted as a charity for tax purposes.

4. SHARE CAPITAL

The Company is limited by guarantee and has no share capital.