

SC150187

**Report of the Directors and
Financial Statements for the Year Ended 31 March 2008
for
The Notre Dame Centre
(Limited by Guarantee)**

SATURDAY



SV0B82BJ

SCT

16/08/2008

692

COMPANIES HOUSE

**Contents of the Financial Statements
For the Year Ended 31 March 2008**

	Page
Report of the Directors	1
Report of the Auditors	5
Income and Expenditure Account incorporating Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8

**Report of the Directors
for the Year Ended 31 March 2008**

DIRECTORS	Sister Pat Graham George McSorley Ken Cunningham Gerry Seenan Sister Pat Gribbin <i>Stephen Harris</i> Sister Kathleen McGhee Catherine Mulligan (appointed 04 09 07)
SECRETARY	Mr Frank McCormick
DIRECTOR/CHIEF EXECUTIVE OFFICER	Sister Mary Ross (01 04 07 to 30 06 07) Mike O'Connor (appointed 21 05 07)
COMPANY REGISTRATION NUMBER	150187 (Scotland)
CHARITY REGISTRATION NUMBER	SC002851
REGISTERED OFFICE	1 Dundonald Road Glasgow G12 9LJ
PRINCIPAL ADVISERS	
AUDITORS	The Kelvin Partnership Registered Auditors Chartered Accountants The Cooper Building 505 Great Western Road Glasgow G12 8HN
SOLICITORS	McSparran McCormick Waterloo Chambers 19 Waterloo Street Glasgow G2 6AH
BANKERS	Bank of Scotland 701 Great Western Road Glasgow G12 4HY

**Report of the Directors
for the Year Ended 31 March 2008**

Structure, Governance and Management

The Notre Dame Centre is a Company limited by guarantee and is incorporated in Scotland with the number 150187. In the event of the Company being wound up the Members undertake to make a contribution of £1 each. It is also a Charity registered with the Office of the Scottish Charity Regulator with the number SC002851. It is governed by its Memorandum and Articles of Association which sets out the method of appointing Directors and new Members are drawn from The Sisters of Notre Dame and their lay employees and from the local business and education community.

The Board meets four times a year and delegates the day to day running of the Centre to the Director who whilst not a member of the Board does attend Board Meetings. The Director is assisted by 2 clinical deputies and a business manager. Senior appointments are not delegated and are made by the Board. As the present Board has been in post for some years no induction training has been carried out although it is envisaged that any new Board Member will be formally inducted into the duties and responsibilities under Scottish charities legislation. The Board is regularly briefed on changes in legislation and other matters affecting the organisation.

The Members of the Company are the Institute of The Sisters of Notre Dame de Namur, a Charity registered in Scotland with the number SC038746 and England with the number 232411. The Provincial Moderator of the Institute together with three other Sisters of Notre Dame and The Provincial Treasurer are presently on the Board of the Centre which means that The Sisters of Notre Dame do have considerable influence on the decision making process of the Board. This Charity also provides the buildings at nil rent and also the services of Sisters to work within the Notre Dame Centre at no remuneration.

The Directors have identified the major risks to which the Notre Dame Centre is exposed and these are reviewed at each Board meeting. The Directors believe that appropriate systems and procedures are in place to manage these risks.

Objectives and Activities

The Mission of the Centre is "to contribute to the building up of integrated human beings being capable of taking their place as members of the family and society".

This mission will be achieved by

- providing a service of the highest quality
- ensuring that the needs of the clients are addressed professionally, sensitively and expeditiously
- Maximising efficiency and effectiveness by ensuring that all resources are used to the best advantage thus guaranteeing maximum value for money
- Reviewing and assessing the training and development needs of staff on a regular basis

In order to deliver the service the Centre is organised into three units. One deals with children aged from three to twelve, another for adolescents and young adults and the third is the parental advice drop in centre. The Centre has successfully pursued a policy of establishing contracts on a purchaser/provider basis with its main customers in the public sector. This represents the main body of the work of the Centre. The main source of referrals continues to be from education, social work and health.

Six health services refer young people to the Centre. They are Ayrshire and Arran, Forth Valley, Greater Glasgow and Clyde, Highland, Lanarkshire and Tayside, Greater Glasgow and Clyde continues to provide the highest level of funding at £247,000 out of a total from Health of £463,742. This is a slight drop on last year's figure.

Some eight Education authorities, mainly in the West of Scotland, refer young people with the total funding for the year being £215,523 which is a very small increase on last year.

Income from Social Work departments has increased significantly from the previous year at £200,403.

The Centre also carries out work in the private sector for schools and other organisations and the legal profession.

While direct work with individuals is the primary activity of the Centre there continues to be a significant growth in the area of consultancy and training. The level of growth experienced leads the Directors to the view that further investment in this area over the next two years is justifiable.

**Report of the Directors
for the Year Ended 31 March 2008**

Achievements and Performance

During the year 553 clients came to the Centre for assessment and therapy, of these, 179 were taken on during the year and 374 continued their therapeutic treatment from the previous year. Of the clients who completed their therapy during the year 22% completed within the year, 45% within 1 – 2 years and the remainder 3+ years. 21 clients were adults, of the remaining 532 only 21% lived with their 2 natural parents.

Psychological assessments were also carried out in the private sector.

In addition to this work, staff continued to provide talks, seminars, workshops, supervision and consultative services to a variety of groups and organisations.

In July our book *Freedom to Grow* which we commissioned to mark the 75th anniversary was published. The book was written by staff members and others associated with the Centre. It has been very well received. We were delighted that in October/November the Glasgow Herald chose to feature three edited extracts from the book.

October 2007 saw the 40th anniversary of the opening of Fern Tower. Two days of celebration were held within Fern Tower on 11 and 12 October. The emphasis was on the work of the young people. The highlight of the two days was a play performed by the young people which was very well received.

On 6 November we were delighted to welcome to the Centre Adam Ingram, Minister for Children and Early Years together with his policy advisers. This was a very successful visit with Mr Ingram having an opportunity to talk to staff, young people and parents. It was particularly helpful for him to hear the stories from the parents about the support they had received from the Centre.

Training continues to be provided for the Seasons for Growth programme. Eleven Seasons for Growth trainings took place during the course of the year with 167 new Companions being created. This brings the number of Companions trained by the Centre to 867. We continue to receive funding from Cash for Kids to support the development of Seasons within the voluntary sector across the West of Scotland. However, there has been concern about the small number of children and young people having access to the programme. A great deal of work has been done to rectify this and a change in direction has now been agreed with the representative of Cash for Kids which should overcome these difficulties. In order to develop the programme to its full potential an application has been submitted to the Scottish Government to allow the appointment of a national coordinator. If successful this will not only support the programme but will also see the Centre recognised as a Scotland wide organisation which should have significant benefits.

We continue to have 3 cohorts of students on the Post Graduate Diploma in Play Therapy Course. A total of 32 students in all. This will bring the total Play Therapists trained/in training to 95. We are delighted that a number of therapists trained at the Centre continue to provide input to the course as supervisors, seminar leaders and tutors. Janet Barr the current Course Director will retire in July 2008 arrangements are in hand to appoint a successor. The 10th anniversary of the founding of the course takes place in October 2008. It is planned to hold a national conference to celebrate this milestone.

Our grant from Comic Relief to support work with young people in or leaving care came to an end in February. This grant has allowed us to support a significant number of young people over the three years and we are extremely grateful to Comic Relief for their support of our work.

The First Base project in Castlemilk, which allows our staff to work with staff in pre five establishments where the children have been affected by parental drug abuse, will terminate in Castlemilk in June. This project has been extremely successful. An external evaluation of the project is being undertaken by the University of Strathclyde and will be available in the Summer of 2008. The initial findings are very encouraging. This year also saw First Base work being done in East Renfrewshire and South East Glasgow.

We were delighted to receive from Children in Need a grant of £117,000 over 3 years to allow us to work with children and young people living with their grandparents due to their own parents inability to care for them. We are grateful to the Tudor Trust for the grant of £25,000 for two years to support young people self harming or at risk of suicide. We are also grateful for a grant of £8,910 from Awards for All to allow us to provide music tuition.

**Report of the Directors
for the Year Ended 31 March 2008**

Outreach work continues with play therapy being provided to pre 5 children in Barrhead and school counselling one day a week in St Matthew's School, Saltcoats. The outreach work at Vale of Leven no longer takes place but we are now doing outreach for Clackmannanshire Council. The young women's therapeutic project funded by NHS Greater Glasgow and Clyde continues to run in conjunction with the social work department.

Our parental advice shop in Partick – Parents etc, which is run in conjunction with the Sisters of Notre Dame, continues to flourish. It is a disappointment that, despite repeated requests, we have not been able to secure funding to allow us to open the shop on a full time basis. The shop is open two half days a week for anyone with concerns about a child or young person to drop in and get help. We are again grateful to the Sisters of Notre Dame for their support and, in particular, a debt of gratitude is owed to those Sisters, Margaret Bland and Christine Liddle who are working on a voluntary basis within the shop.

A number of staff changes took place during the year. The most significant being the retiral of Sister Mary Ross, Clinical Director. A very successful retiral dinner for over 100 guests was held for Sister Mary in June. May saw the appointment of Mike O'Connor as Director. Mike served previously in the Centre and came to us from the post of Principal Educational Psychologist in Clackmannanshire. While continuing to maintain the ethos of the Centre Mike has done a great deal over the year to ensure that the Centre is able to meet the more rigorous demands of issues such as quality assurance and monitoring and evaluation. He has also taken forward a number of new developments e.g. the establishing of service level agreements and the development of Seasons for Growth across the whole of Scotland. We were also pleased in May to welcome Aileen MacLeod as a play therapist to work on the Children in Need project and in August to appoint our first trainee play therapist Lindsay Paterson to cover for maternity leave. We were sorry in October to say good bye to Christine Liddle, Depute Clinical Director in the adolescent unit. Christine has been on the staff for 18 years and contributed a great deal to its development particularly over the last few years in the role of Clinical Depute. David Murray, psychologist was appointed as an interim depute and ensured that the staff and clients continued to receive the support needed. We are very grateful to David for assisting us in this way. In March we appointed Alan Haughey as Depute. Alan is currently Principal Educational Psychologist in Midlothian Council and will take up his post in May.

All clients are seen by appropriately professionally trained staff and their dedication to the work of the Centre is central to the continuing successful development of the Notre Dame Centre. The work of all staff, be they full time, part time or volunteers, is valued highly by the Directors.

Financial Review

The year showed a surplus on activities of £71,253 (2007 £104,749). This is a reduction from the previous year due in the main to increased costs as a result of the appointment of a salaried Director. The Directors are happy with the financial position of the Centre while recognising the fact that some Sisters of Notre Dame work at the Centre without receiving remuneration. There is also no charge to the Centre for the use of the two buildings owned by the Sisters of Notre Dame. The Board take the view that an appropriate level of reserves should be six months core costs, including an allowance for unremunerated staff and a notional rental figure. This figure is calculated at £707,000 leaving a shortfall in unrestricted reserves of £242,935. The Board are determined that the true cost of providing the services that are offered should be met wholly from the income generating activities of the Centre so that it becomes totally self financing.

ON BEHALF OF THE BOARD

Sr. P. A. Graham

Patricia Graham
Director and Trustee

Dated *30 July 2008*

**The Notre Dame Centre
(Limited by Guarantee)**

**Report of the Independent Auditors to the Members of
The Notre Dame Centre
(Limited by Guarantee)**

We have audited the financial statements of The Notre Dame Centre (Limited by Guarantee) for the year ended 31 March 2008 on pages six to thirteen. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), under the historical cost convention (as modified by the revaluation of certain fixed assets) and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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 directors and auditors

As described on page seven, the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom accounting standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Report of the Directors is consistent with the financial statements.

In addition, we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and other transactions is not disclosed.

We read the Report of the directors and consider the implications for our report if we become aware of any apparent misstatement within it.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 March 2008 and of its surplus for the year then ended,
the financial statements have been properly prepared in accordance with the Companies Act 1985, and
the information given in the Report of the Directors is consistent with the financial statements.



The Kelvin Partnership
Registered Auditors
Chartered Accountants
The Cooper Building
505 Great Western Road
Glasgow
G12 8HN

Dated

30 July 2008

**The Notre Dame Centre
(Limited by Guarantee)**

**Income and Expenditure Account
incorporating Statement of Financial Activities
For the Year Ended 31 March 2008**

		Unrestricted	Restricted	31 3 08 Total	31 3 07 Total
	Notes	£	£	£	£
Incoming Resources					
Incoming resources from charitable activities	2				
Fee income, grant income and donations		1,363,981	126,359	1,490,340	1,455,201
Incoming resources from generated funds	3				
Investment income		<u>9,752</u>	<u>—</u>	<u>9,752</u>	<u>7,951</u>
Total Incoming Resources		<u>1,373,733</u>	<u>126,359</u>	<u>1,500,092</u>	<u>1,463,152</u>
Resources Expended					
Costs of generating funds	4				
Charitable expenditure	4				
Direct project expenditure		1,129,903	166,449	1,296,352	1,212,431
Support costs		<u>117,460</u>	<u>—</u>	<u>117,460</u>	<u>130,769</u>
Governance costs	4	<u>15,027</u>	<u>—</u>	<u>15,027</u>	<u>15,203</u>
Total Resources Expended		<u>1,262,390</u>	<u>166,449</u>	<u>1,428,839</u>	<u>1,358,403</u>
Net incoming resources before other recognised gains		111,343	(40,090)	71,253	104,749
Transfer between funds		(5,324)	5,324		
Total funds brought forward	15	<u>358,046</u>	<u>60,154</u>	<u>418,200</u>	<u>313,451</u>
Total funds carried forward		<u>464,065</u>	<u>25,388</u>	<u>489,453</u>	<u>418,200</u>

The notes form part of these financial statements

**The Notre Dame Centre
(Limited by Guarantee)**

**Balance Sheet
31 March 2008**

		<u>31 3 08</u>		<u>31 3 07</u>	
	Notes	£	£	£	£
FIXED ASSETS	7		21,820		23,569
CURRENT ASSETS					
Stock		24,045		20,438	
Debtors	8	378,595		315,024	
Cash at bank and in hand		<u>156,349</u>		<u>186,339</u>	
		558,989		521,801	
CREDITORS Amounts falling due within one year	9	<u>91,356</u>		<u>127,170</u>	
NET CURRENT ASSETS			<u>467,633</u>		<u>394,631</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>489,453</u>		<u>418,200</u>
Represented by.					
Unrestricted funds	10		464,065		358,046
Restricted funds	11		<u>25,388</u>		<u>60,154</u>
			<u>489,453</u>		<u>418,200</u>

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. 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 in business

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.

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

ON BEHALF OF THE BOARD:


Sister P A Graham – DIRECTOR


G McSorley DIRECTOR

Approved by the Board on 30 July 2008

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 March 2008**

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007)

The financial statements have been prepared in compliance with the Statement of Recommended Practice on Charity Accounts issued in March 2005

Incoming resources

Fee income, grants received and donations are included in incoming resources when they are receivable. Income from activities to generate funds is shown gross, with the associated costs included in costs to generate funds

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any VAT which cannot be recovered

Charitable expenditure

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs which are not wholly identifiable as either direct charitable expenses, support costs or governance costs are apportioned between the cost headings as follows

Direct charitable expenses	95%
Support costs	2.5%
Governance costs	2.5%

Salary costs are allocated dependent on employee activity

Funds

Unrestricted funds are donations and other incoming funds receivable or generated for the objects of the Charity without specific purpose and are available as general funds. Restricted funds are to be used for specific purposes as laid down by the donor

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Fixtures and fittings	10% on reducing balance
Equipment	33% on reducing balance
Motor vehicles	25% on reducing balance

Stock

Stock represents goods for resale and are valued at the lower of cost and net realisable value

**Notes to the Financial Statements
for the Year Ended 31 March 2008**

1 ACCOUNTING POLICIES

Pensions

The company makes contributions to two defined benefit pension schemes on behalf of employees. These are the Strathclyde Pension Fund and the Scottish Teachers Superannuation Scheme. The company takes advantage of the exemption from disclosure afforded by paragraph 9(b) of FRS 17 in that the scheme is a multi employer scheme and "the employer's contributions are affected by a surplus or deficit in the scheme but the employer is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reasonable basis". The pension contributions are therefore accounted for as a defined contribution scheme and recognised when contributions are made.

Taxation

The company is a recognised charity and by reason of statute and concession there is no charge to taxation.

Foreign currencies

Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction.

2 INCOMING RESOURCES FROM CHARITABLE RESOURCES

	Unrestricted	Restricted	31 3 08 Total	31 3 07 Total
	£	£	£	£
Education	215,523		215,523	210,415
Social work	200,403		200,403	121,355
Health board	463,742		463,742	504,147
Play therapy course fees	97,668		97,668	99,405
Private work	30,193		30,193	7,986
Training supervision and lectures	74,794		74,794	75,986
Seasons book and postcards	55,778		55,778	45,693
Donations from individuals and trusts	6,374	35,910	42,284	47,038
Sisters of Notre Dame	219,211	3,812	223,023	270,922
Comic Relief		17,624	17,624	35,054
Children in Need		38,000	38,000	
Cash For Kids		6,187	6,187	12,374
Castlemilk project		24,826	24,826	24,826
Freedom to Grow	295		295	
	<u>1,363,981</u>	<u>126,359</u>	<u>1,490,340</u>	<u>1,455,201</u>

3 INCOMING RESOURCES FROM GENERATED FUNDS

	Unrestricted	Restricted	31 3 08 Total	31 3 07 Total
	£	£	£	£
Bank interest	<u>9,752</u>		<u>9,752</u>	<u>7,951</u>
	<u>9,752</u>		<u>9,752</u>	<u>7,951</u>

Notes to the Financial Statements
for the Year Ended 31 March 2008

4 TOTAL RESOURCES EXPENDED

	Cost of generating funds	Direct project expenditure	Support	Governance	31 3 08 Total	31 3 07 Total
	£	£	£	£	£	£
Wages and salaries		795,826	79,489	3,755	879,070	793,530
Social security		56,177	4,836	303	61,316	54,517
Superannuation		78,531	6,251	451	85,233	99,289
Sisters of Notre Dame re salaries and NIC		115,832			115,832	163,974
Rent		51,776	1,362	1,362	54,500	52,000
Rates and insurance		7,879	207	207	8,293	8,283
Staff development costs			10,738		10,738	9,346
Telephone		9,362	246	246	9,854	10,001
Stationery and printing		11,621	306	306	12,233	12,027
Advertising			8,007		8,007	6,436
Advice shop		8,985			8,985	8,876
Travelling and accommodation		12,597			12,597	13,816
Motor expenses		280			280	762
Books, materials and provisions (including Seasons for Growth)		57,612			57,612	47,796
Legal and professional				1,588	1,588	
Anniversary celebrations			4,222		4,222	21,986
Repairs and maintenance		37,830	996	996	39,822	10,084
Play therapy course costs		20,373			20,373	16,263
Sundry expenses		9,904	261	261	10,426	4,973
Heat and light		12,819	337	337	13,493	8,922
Depreciation		7,685	202	202	8,089	10,447
Board meetings				962	962	1,256
Auditor remuneration				3,877	3,877	3,698
Bank interest				174	174	121
Bad debts		1,263			1,263	
		<u>1,296,352</u>	<u>117,460</u>	<u>15,027</u>	<u>1,428,839</u>	<u>1,358,403</u>

Notes to the Financial Statements
for the Year Ended 31 March 2008

5 STAFF COSTS

	31 3 08	31 3 07
	£	£
Wages and salaries	879,070	793,530
Social security costs	61,316	54,517
Pension costs	85,233	99,289
Notional salaries and NIC	<u>115,832</u>	<u>163,974</u>
	<u>1,141,451</u>	<u>1,111,310</u>

The average monthly number of employees during the year was as follows

	31 3 08	31 3 07
Direct charitable work (including services provided by Sisters of Notre Dame)	32	31
Administration	<u>5</u>	<u>5</u>
	<u>37</u>	<u>36</u>

No employee received remuneration of more than £60,000

6 NET INCOMING RESOURCES

Net Incoming Resources are stated after charging

	31 3 08	31 3 07
	£	£
Depreciation owned assets	8,089	10,447
Auditors' remuneration	<u>3,877</u>	<u>3,698</u>

7 TANGIBLE FIXED ASSETS

	Motor vehicles	Fixtures and equipment	Total
	£	£	£
COST OR VALUATION:			
At 1 April 2007	850	117,226	118,076
Additions	<u> </u>	<u>6,340</u>	<u>6,340</u>
At 31 March 2008	<u>850</u>	<u>123,566</u>	<u>124,416</u>
DEPRECIATION:			
At 1 April 2007	371	94,136	94,507
Charge for year	<u>120</u>	<u>7,969</u>	<u>8,089</u>
At 31 March 2008	<u>491</u>	<u>102,105</u>	<u>102,596</u>
NET BOOK VALUE			
At 31 March 2008	<u>359</u>	<u>21,461</u>	<u>21,820</u>
At 31 March 2007	<u>479</u>	<u>23,090</u>	<u>23,569</u>

In the year ended 31 March 2000 the Board of Directors deemed it prudent to restate the value of furniture and equipment to their approximate realisable worth of £8,000

**Notes to the Financial Statements
for the Year Ended 31 March 2008**

**8 DEBTORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	31 3 08	31 3 07
	£	£
Trade debtors and work in progress	366,518	308,762
Other debtors	8,998	3,358
Prepayments	<u>3,079</u>	<u>2,904</u>
	<u>378,595</u>	<u>315,024</u>

**9 CREDITORS: AMOUNTS FALLING
DUE WITHIN ONE YEAR**

	31 3 08	31 3 07
	£	£
Social security and other taxes	20,279	20,993
Trade creditors	15,227	9,347
Accruals and deferred income	<u>55,850</u>	<u>96,830</u>
	<u>91,356</u>	<u>127,170</u>

10 UNRESTRICTED FUNDS

In the year the Board have reviewed the general reserves position of the charity which exists to cater for fluctuations in the income of The Notre Dame Centre from year to year. The Board have decided upon the following desired provision

	31 3 08	31 3 07
	£	£
Core costs (6 months provision) (2007 3 months provision)	707,000	336,600
(Deficit)/surplus	<u>(242,935)</u>	<u>21,446</u>
General fund balance	<u>464,065</u>	<u>358,046</u>

11 RESTRICTED FUNDS

	Balance at 31 3 07	Incoming	Outgoing	Transfers	Balance at 31 3 08
	£	£	£	£	£
Marley Fund psychologists	3,913		3,913		
Comic Relief psychologist/group worker	17,573	17,624	35,184		13
Hobby Horse outing	670		50		620
Castlemilk project	12,100	24,826	41,719	4,793	
Sisters of Notre Dame and others shop	8,454		8,985	531	
Cash For Kids	17,444	6,187	17,478		6,153
Children in Need		38,000	32,494		5,506
Tudor Trust		25,000	16,956		8,044
Awards for All		8,910	4,800		4,110
David Cochrane		2,000	1,058		942
Sisters of Notre Dame					
Infant Mental Health Project		3,812	3,812		
	<u>60,154</u>	<u>126,359</u>	<u>166,449</u>	<u>5,324</u>	
	<u>25,388</u>				

**Notes to the Financial Statements
for the Year Ended 31 March 2008**

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	21,820		21,820
Bank and cash	139,773	16,576	156,349
Other current assets	393,828	8,812	402,640
Current liabilities	(91,356)		(91,356)
	<u>464,065</u>	<u>25,388</u>	<u>489,453</u>

13 DIRECTORS REMUNERATION AND RELATED PARTY TRANSACTIONS

No directors received any remuneration during the year

There were no reportable related party transactions in the year except those detailed below

Four of the directors of the charity, Sister K McGhee, Sister P A Graham, Sister P Gribbin and Sister Catherine Mulligan are members of the Order of the Sisters of Notre Dame

The Sisters of Notre Dame provide members of staff who work full time for the Centre From 1 July 2004 staff were provided free of charge

The Sisters also allow the use of their premises at no charge

In total the funds and donations in kind received from the Sisters of Notre Dame are as follows

	31 3 08	31 3 07
	£	£
Cash donations	17,216	7,943
Salary waiver	115,832	163,974
Private work paid by the Sisters of Notre Dame	35,475	47,005
Rent	<u>54,500</u>	<u>52,000</u>
	<u>223,023</u>	<u>270,922</u>

14 COMPANY STATUS

The company is limited by guarantee The members undertake to contribute a maximum of £1 each to the company's assets if it should be wound up