

CREICH CROICK & KINCARDINE DISTRICT DAY CARE ASSOCIATION

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR TO 31 MARCH 2007

**Charity Number: SCO23259
Registered Number: SC181530**



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REFERENCE AND ADMINISTRATIVE INFORMATION

Charity Name Creich, Croick and Kincardine District Daycare Centre

Charity Registered Number SC023259

Company Registered Number SC181530

Registered Office The Bradbury Centre
Cherry Grove
Bonar Bridge
IV24 3ER

Trustees

Mr Keith Williams	Director and Chairman
Miss Hilary Gardner	Director and Company Secretary
Mr Graeme McKinnon	Director
Mr Robin Calder	Director (Appointed 26 May 2006)
Mrs Brigitte Geddes	Director
Mrs Angela Henderson	Director (Appointed 26 May 2006)
Mr Michael Baird	Director (Resigned 16 Oct 2006)
Mr James Docherty	Director (Resigned 16 Oct 2006)

Bankers The Bank of Scotland
Dornoch Road
Bonar Bridge
Sutherland
IV24 3EB

Reporting Accountants C T Falconer & Co Ltd
Chartered Accountants
24 Tower Street
Tain
Ross-shire
IV19 1DY

DIRECTORS' ANNUAL REPORT
Year ended 31 March 2007

Structure, Governance and Management

Governing Document

The Association is administered in accordance with the terms of its Memorandum and Articles of Association

Recruitment and Appointment of Board Members

Board Members are chosen from those in the local community who are considered to have appropriate skills and expertise to bring to the management and operation of the daycare centre. Board Members are then appointed at the Annual General Meeting for a period of three years at the end of which they must step down but can offer themselves for reappointment. Board Members cannot serve for more than six consecutive years.

The Board of Directors meet as required but at least four times a year.

Organisational Structure

The Board is chaired by Mr Keith Williams, the current chairman and Miss Hilary Gardner is the Company Secretary. Other Board Members undertake responsibilities that utilize their own specific areas of expertise e.g. fund raising, structure and maintenance.

Objectives

The aims of the daycare association are incorporated into our Articles of Association and are as follows:

- To relieve poverty and promote the welfare of older people within the Creich, Croick, Kincardine and surrounding District,
- To bring together individuals and representatives of statutory and voluntary organisations,
- To make representations on behalf of older people and their carers within the area of benefit,
- To make information available to older people and their carers within the area of benefit,
- To encourage training for those working with older people and their carers within the area of benefit, and
- To create, encourage and maintain public interest between the Association and the Community which it serves.

Activities

The primary activity of the daycare centre is the luncheon club held on Monday, Tuesday, Wednesday and Friday of each week. In addition on Mondays and Fridays the centre plays host to Highland Council Community Care Assessed Day Care clients who enjoy the facilities of the centre and are supported by the Highland Council Social Services staff in addition to the centre's own employees.

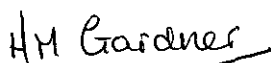
CREICH CROICK & KINCARDINE DISTRICT DAY CARE ASSOCIATION

In addition to providing lunches for association members a wide variety of social activities are laid on. Quizzes and competitions are organized regularly by the centre staff. Visits to the centre by local schools and musical groups are arranged with the objective of providing entertainment for the elderly clients but also promoting a sense of community spirit across wider sections of the local society. Visits to the centre from Gledfield Primary school children at Christmas and the nursery children in the Spring were much appreciated.

The Centre's staff work tirelessly at fund raising to support the centre's activities. In the year under review this has included a Tartan Ball with the Fergie MacDonald Dance Band, a tea dance as part of the Kyle of Sutherland Gala Week celebrations, a Mexican evening, and a disco. Other fund raising efforts include a very successful local calendar produced 'in house' by the centre staff containing excellent photographs of the Highlands taken by friends and family. The annual Christmas raffle continues to be a significant fund raiser and the Board and centre staff are grateful to those who support this by providing prizes, selling tickets and especially to those businesses that allow the use of their premises for the selling of tickets.

During the year the Association has tried to make full use of its facilities for additional activities during the evenings and on other occasions when not required by the elderly. A large number of night classes are held covering subjects as far ranging as computing, fly tying, digital photography, beauty therapy and French. These are open to any members of the community.

The Centre's facilities have been greatly enhanced this year by the donation from The Friends of the Bradbury Centre of multi media computer and projection equipment. This is available for hire by users of the centre. The Centre has been used by several groups including the Ladybird Club, Social Work Foster Care Group, Community Learning and for Child minding training courses. It is hoped in the future to increase the external hire of the centre and its facilities as a means of generating additional resources.



Hilary Gardner
Director and Company Secretary
7th September 2007

CHAIRMAN'S REVIEW

The past year represents one of continued consolidation for the Bradbury Centre. The board of directors has continued to sanction capital expenditure to maintain and improve the fabric of the Centre and provide first-class facilities for our clients. Whilst the primary client base continues to be the local elderly population via the provision of the lunch club and Social Services assessed day care, it has been especially heartening to see the facilities that the Centre has to offer used increasingly by other sectors of the community, for example the popular evening classes. The multi-media equipment obtained by the Centre means that we can continue to offer state of the art facilities to all clients. Our sister organisation, The Friends of the Bradbury Centre, are to be thanked for the provision of this equipment during the year.

Directors of Creich, Croick & Kincardine Day Care Association are limited in respect of the number of consecutive years that they can serve as board members. Two stalwarts of the Centre, Michael Baird and James Docherty, stepped down at the last AGM having completed their permitted terms. I would like to place on record the gratitude of all at the Bradbury for their efforts over many years. I would also like to thank all the other directors for their input during the past year.

Fundraising is a vital component of the success of the Centre and we are especially fortunate that the staff continue to raise such significant amounts of money due to their enthusiasm and ingenuity. Indeed, I seldom manage to leave the Centre without leaving at least a few pounds in the collection tin! The smooth running of the Bradbury Centre as a whole relies on a considerable amount of teamwork. As such I would like to thank Lorraine Askew and her team, Social Services and all volunteers for their unstinting dedication to the centre.

Future years are likely to present a number of challenges if the Bradbury Centre is to continue to provide a worthwhile service to the elderly residents of the community. In particular, funding to provide an effective transport link to the Centre from areas such as Lairg and Dornoch has facilitated an expansion in the number of days per week the Centre is open during recent years. However, changes in how such funding is delivered are likely in the near future. I am confident, however, that we will meet the challenges ahead and will thus continue to provide an excellent service for all who wish to take advantage of our facilities.

Keith Williams, Chairman

RURAL COMMUNITY TRANSPORT INITIATIVE

March 2006 saw the end of the initial funding from the Rural Community Transport Initiative (RCTI). This scheme involved a partnership between the Bradbury Centre, the Highland Council Social Services Department and the Scottish Executive via the RCTI organization. Whilst the Centre offers excellent facilities, without transport provision many prospective clients would be unable to attend on a regular basis. The RCTI scheme has thus been extremely beneficial for the Centre, its clients and indeed the wider community.

A further package of funding has been secured which commenced in April 2006 and will continue for three years. As in previous years, the success of the scheme is dependent on the Bradbury Centre raising sufficient funds from both events and outside funding sources. This requires considerable effort on the part of Bradbury Centre staff and volunteers and I would like to thank all those who have helped to make the scheme a success.

Keith Williams, Chairman

FINANCIAL REVIEW

This year's annual accounts show a deficit of £8,770 (£4,459 2006)

Income this year totaled £73,350 (£58,364 – 2006) an increase of 25.7%. The annual grant from Highland Council Community Care, Social Work Services, to support the work we do under assessed day care amounted to £27,198. This level of funding was the same as in the previous year, no allowance being made for inflation. In addition the Highland Council contributed £4,262 towards the Rural Transport Initiative, again the same amount as the previous year. Once again this year our income includes a grant from the Rural Community Transport Initiative Scheme administered by the Scottish Executive and this amounted to £20,196. This is significantly higher than the previous year because it is based on the revised funding application for the three year period 2007 to 2009. The previous grant application was prepared at the time when the Centre only operated on three days a week. Now that the Centre is open for four days and the transport is available to service the Centre the Scottish Executive grant has increased.

The operating costs of the Centre show an increase of £18,915 (£81,868 – 2007, £62,953 – 2006). Although this increase is very high it is largely attributable to 'one off' items of expenditure including £7,109 for the refurbishment and upgrading of the bathroom facilities and £2,610 for essential repairs to equipment, mainly in the kitchen area, to meet the latest Health and Safety requirements. The costs of heating and lighting have increased dramatically as a result of much higher electricity tariffs throughout the year. The electric heating used in the Centre is not at all efficient and alternatives are being considered by the Board.

The Association continues to hold significant investments, the interest on which is used to fund day to day operations. The overall cash balances at the end of the year are £139,079 (£146,853 – 2006). This reduction of £7,774 is due largely to the costs of refurbishing the bathroom which although not classified as capital expenditure in the financial accounts is not regarded as regular operating costs which we continue to try to cover from our operating revenues and grants.

Hilary Gardner, Company Secretary and Director

ACCOUNTANTS' REPORT

Accountants' report on the unaudited accounts to the directors of Creich, Croick & Kincardine District Day Care Association

TAIN 26th July 2007

As described on the balance sheet you are responsible for the preparation of the accounts for the year ended 31 March 2007, set out on pages 9 to 12, and you consider that the company is exempt from all audit under section 249A(1) of the Companies Act 1985. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfill your statutory responsibilities, from the accounting records and information and explanations supplied to us.

C T Falconer & Co Ltd.

C T Falconer & Co Ltd
Chartered Accountants

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR YEAR ENDED 31 MARCH 2007

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	<u>2007</u>	<u>2007</u>	<u>2007</u>	<u>2006</u>
Incoming Resources:				
From Generated Funds				
Donations and Fund Raising	6,425	1,948	8,373	4,762
Subscriptions	42		42	68
Bank Interest	4,391	59	4,450	5,043
From Charitable Activities				
Grants	27,363	24,458	51,821	40,513
Lunch Club etc	13,114		13,114	13,021
Total Incoming Resources	<u>51,335</u>	<u>26,465</u>	<u>77,800</u>	<u>63,407</u>
Resources Expended				
Cost of Generating Funds				-
Charitable Activities	27,956	27,790	55,746	50,234
Governance Costs	29,734	1,090	30,824	17,632
	<u>57,690</u>	<u>28,880</u>	<u>86,570</u>	<u>67,866</u>
Net Outgoing Resources	(6,355)	(2,415)	(8,770)	(4,459)
Total Funds brought forward	90,200	269,734	359,934	364,393
Total Funds carried forward	<u>83,845</u>	<u>267,319</u>	<u>351,164</u>	<u>359,934</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources expended are derived from continuing activities.

**BALANCE SHEET
AT 31 MARCH 2007**

	Notes	2007 £	2006 £
Fixed assets			
Tangible assets	3	212,947	214,234
Current assets			
Cash at bank and in hand		139,079	146,853
Creditors: amounts falling due within one year	4	(862)	(1,153)
Net current assets		<u>138,217</u>	<u>145,700</u>
Net assets		<u>351,164</u>	<u>359,934</u>
Funds			
Restricted funds		273,621	273,621
Unrestricted funds	5	83,845	90,200
Restricted funds – RCTI Transport	6	(6,302)	(3,887)
		<u>351,164</u>	<u>359,934</u>

The directors are satisfied that the company is entitled to exemption under Section 249A(1) of the Companies Act 1985 and that no member or members have requested an audit pursuant to section 249B(2) of the Act

The directors acknowledge their responsibilities for

- ensuring that the company keeps proper accounting records which comply with Section 221 of the Companies Act 1985 and
- 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 of the Companies Act 1985, and which otherwise comply with the requirements of this act relating to accounts, so far as applicable to the company

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and the Financial Reporting Standard for Smaller Entities

Keith Williams
Chairman and Director
Approved by the Board on 7th September 2007

Keith Williams

NOTES TO THE ACCOUNTS

For the year ended 31 March 2007

1. Accounting Policies

Accounting Convention

The accounts have been prepared under the historical cost convention

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives

Plant & Machinery - 20% straight line

2. Operating Profit

	2007	2006
This is stated after charging		
	£	£
Depreciation of owned fixed assets	1,761	1,666
	<u>1,761</u>	<u>1,666</u>

3. Tangible fixed assets

	Land & buildings £	Plant & Machinery £	Total £
Cost			
At 1 April 2006	208,130	27,875	236,005
Additions	0	474	474
At 31 March 2007	<u>208,130</u>	<u>28,349</u>	<u>236,479</u>
Depreciation			
At 1 April 2006		21,771	21,771
Charge for the year		1,761	1,761
At 31 March 2007		<u>23,532</u>	<u>23,532</u>
Net Book Value			
At 31 March 2007	<u>208,130</u>	<u>4,817</u>	<u>212,947</u>
At 31 March 2006	<u>208,130</u>	<u>6,104</u>	<u>214,134</u>

NOTES TO THE ACCOUNTS (Cont.)
For the year ended 31 March 2007

4. Creditors : amounts falling due within one year	2007	2006
	£	£
Other taxes and social security costs	312	603
Accruals	550	550
	<hr/> 862	<hr/> 1,153
	<hr/>	<hr/>
5. Movement of Unrestricted funds	2007	2006
	£	£
At 1 April	90,200	91,586
Deficit on Income & Expenditure	(8,770)	(4,459)
Transferred from Transport Fund	2,415	3,073
At 31 March	<hr/> 83,845	<hr/> 90,200
	<hr/>	<hr/>
6. Movement of Restricted Funds – RCTI Transport	2007	2006
	£	£
At 1 April	(3,887)	(814)
Deficit on Income and Expenditure	(2,415)	(3,073)
At 31 March	<hr/> (6,302)	<hr/> (3,887)
	<hr/>	<hr/>