

**PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE
LIMITED**

(a company limited by guarantee)

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2013

SC209296

Scottish Charity No. 29160

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PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2013

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PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

COMPANY INFORMATION

PRINCIPAL ACTIVITY	To promote any charitable purpose for the benefit of Carers residing in Lanarkshire and in particular persons who by reasons of social isolation are in need of practical or emotional support on a regular basis, including the relief of poverty, distress and sickness and the education of the public in matters relating to social welfare.
DIRECTORS	R Anderson B R Fitzgerald M M Hendry P Hughes E R Seaton M Smith W H Walker (resigned 03.09.2012) M Doak (resigned 29.07.2013) S Sheikh A MacNeill Raymond Gardiner(appointed 31.12.2011)
SECRETARY	S Sheikh
HEAD OFFICE	46 Campbell Street Hamilton ML3 6AS
REGISTERED NUMBER	SC209296
BANKERS	Bank of Scotland 9 Brandon Street Hamilton ML3 6BZ
AUDITORS	Ken Tait & Co 18 Avon Street Hamilton ML3 7HU

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2013

The Directors who are also the Trustees present their Report and Financial Statements for the year ended 31 March 2013.

Objectives

The objective of the company is to promote any charitable purpose for the benefit of Carers residing in Lanarkshire and in particular persons who by reasons of social isolation are in need of practical or emotional support on a regular basis, including the relief of poverty, distress and sickness and the education of the public in matters relating to social welfare.

Policy Statement

In preparing those financial statements, the Trustees are required to select suitable accounting policies and apply them consistently; make adjustments and estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

Reserve Policy

Reserves may be held where the Trustees feel there is a need to do so to ensure the charity's financial well-being and continuation. The board considers the present level of reserves to be adequate and represent costs that may have to be incurred.

Risk Assessment

The Trustees regularly review the major risks associated with the activities of the charity on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of internal controls over key systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Review of Financial Position

The surplus for the year was £7,511 and has been transferred to the reserves. A full detailed report of the activities of the Trust and how it has achieved its objectives are available from the office.

The Board of Trustees is satisfied with the performance of the Trust during the year and considers that the Trust is in a strong position to continue its activities during the coming year and that the Trust's assets are adequate to fulfil its obligations.

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 income and expenditure 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;

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

DIRECTORS' REPORT(CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

- 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 2006. 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.

Statement as to disclosure of information to auditors

The Trustees state that so far as each of the Trustees at the time this report was approved is aware: -

- a) There is no relevant audit information of which the auditors are unaware, and
- b) The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Auditors

A resolution proposing Ken Tait & Co be re-appointed as auditors of the charity will be put to the Annual General meeting.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and reporting by Charities, and in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006

Approval

This report was approved by the Board of Trustees on 26th of August 2013 and signed on its behalf.

By order of the Board

S Sheikh *S. Sheikh.*
Director

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LTD

We have audited the Financial Statements of The Princess Royal Trust Lanarkshire Carers Centre Limited for the year ended 31 March 2013 on pages 8 to 15 comprising the Statement of Financial Activities, the Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Accounting Generally accepted Accounting Practice)

The report is made solely to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's trustees, as a body in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the members and the charity's trustees those matters we are required to state to them in an auditor's 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 charitable company, its members as a body and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditors

The trustees- (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the charity's financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with those Acts.

Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the Audit of Financial Statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF THE PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LTD

Opinion on financial statements

In our opinion the financial statements:

give a true and fair view of the state of the charity's affairs as 31st March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;

have been properly prepared in accordance with United Kingdom Generally Accepted Accounting practice; and

have been prepared in accordance with the requirements of the Companies Act 2006, The Charities and Trustee Investment(Scotland)Act 2005 and regulation 8 of the Charities Accounts(Scotland) regulations 2006 (as amended)

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 and the Charity Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

The information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or

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 financial statements are not in agreement with the accounting records and returns; or

Certain disclosures of trustee's 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 were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.

Kenneth Tait
Senior Statutory Auditor
Ken Tait & Co
18 Avon Street
Hamilton
ML3 7HU



30th August 2013

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2013

	Notes	Unrestricted Fund £'s	Restricted Fund £'s	2013 £'s	2012 £'s
Incoming Resources					
Donations, Legacies & Similar Income	3	580,463		580,463	669,288
Total Incoming Resources		580,463		580,463	669,288
Resources Expended					
Charitable Expenditure – Objects	4	419,120		419,120	404,838
- Governance costs	5 & 2	153,832		153,832	149,491
Total Resources Expended		572,952		572,952	554, 329
Net Incoming/ (outgoing) Resources		7,511		7,511	114, 959
Total Funds Brought Forward		206,836		206,836	91, 877
Total Funds Carried Forward		214,347		214,347	206, 836

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

BALANCE SHEET AS AT 31st MARCH 2013

	Notes	Unrestricted Fund	Restricted Fund	2013	2012
		£'s	£'s	£'s	£'s
Fixed Assets					
Tangible Fixed Assets	7	11,098		11,098	4,176
Current Assets					
Debtors		0		0	454
Prepayments		716		716	2,778
Bank & Cash on hand		222,157		222,157	232,547
		222,873		222,873	235,779
Creditors: amounts falling due within one year					
Creditors		6,717		8,277	15,425
Social Security & Other Taxes		9,086		9,086	9,426
Accruals & Deferred Income	6	3,821		2,261	8,268
		19,624		19,624	33,119
Net Assets		214,347		214,347	206,836
Funds of the Charity	8	214,347		214,347	206,836

The Financial Statements on pages 8 to 15 were approved by the Directors on 26th of August 2013 on their behalf by:

..... *S. Sheikh*
S Sheikh
DIRECTOR

..... *B. Fitzgerald*
B Fitzgerald
DIRECTOR

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2013

1. Accounting policies

1.1 Basis of preparation of accounts

The Accounts been prepared in accordance with the requirements of the Companies Act 2006, The Charities and Trustee Investment(Scotland)Act 2005 and regulation 8 of the Charities Accounts(Scotland) regulations 2006 (as amended) and Statement of Recommended Practice - Accounting by Charities.

1.2 Incoming Resources

Incoming resources are accounted for on a receivable basis.

1.3 Investment Income

Bank interest is included in the income and expenditure account on a receivable basis.

1.4 Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England & Wales.

1.5 Resources Expended

The cost of generating funds comprises those costs directly attributable to the operation of the charity.

1.6 Fixed assets and depreciation

All tangible fixed assets if owned are stated at cost less depreciation.

1.7 Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the Trust and is, therefore, included in the relevant costs in the Statement of Financial Activities.

1.8 Funds structure policy

The Trust maintains a general unrestricted fund, which represents funds that are expendable at the discretion of the Trustees in furtherance of the objects of the Charity. Such funds may be held in order to finance both working capital and capital investment.

1.9 Expenditure on management and administration

Administration expenditure includes all expenditure not directly related to the charitable activity or fundraising ventures. This included costs of renting and running office premises, staff salaries for administrative staff and audit fees.

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

2. Directors' Remuneration

	2013	2012
	£	£
Treasurer's Remuneration	<u>7,268</u>	<u>7,328</u>

3. Donations, Legacies & Similar Income

Included in Income during the year, were grants received as follows:-

Funder	Project Title	2013	2012
		£	£
NHS Lanarkshire	Core Funding	60,151	60,151
	Other Funding	95,150	66,921
		<u>155,301</u>	<u>127,072</u>
South Lanarkshire Council	Core Funding	42,396	52,995
	Carer Training	15,000	15,000
	Carers Strategy Funding	2,242	1,593
	Carers Support Development	61,809	77,060
	Training Officer	12,844	17,354
		<u>134,291</u>	<u>164,002</u>
North Lanarkshire Council	Core Funding	42,396	42,396
	Carers Training	15,000	15,000
	Carers Support	172,184	172,184
	Training Officer	12,844	14,143
	Miscellaneous Strategy Fund	0	1,800
		<u>242,424</u>	<u>245,523</u>
PRT Quality Support		0	28,941
LNHS Website Funding		0	15,000
Rotary Club Respite Fund		1,000	1,000
PRTC Training Income		0	23,200
Carers Grants received		12,520	15,348
Carer Celebration Income		1,105	1,097
Time to Live Funding		15,000	33,330
Donations		4,186	3,335
Other income		14,636	11,440
		<u>48,447</u>	<u>132,691</u>
Total		<u>580,463</u>	<u>669,288</u>

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS(CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

4. Charitable Expenditure

Project Title	2013 £	2012 £
North Lanarkshire Training-Trainer	7,186	7,917
North Lanarkshire Training-Premises	231	262
North Lanarkshire Training-Hospitality	2,810	2,097
North Lanarkshire Training-Respite	759	634
North Lanarkshire Training-Travel	1,378	327
North Lanarkshire Training-Post/ Stationery	861	1,212
South Lanarkshire Training-Trainer	9,223	11,150
South Lanarkshire Training-Premises	594	1,626
South Lanarkshire Training-Hospitality	1,869	3,502
South Lanarkshire Training-Respite	792	593
South Lanarkshire Training-Travel	1,239	932
South Lanarkshire Training-Post/ Stationery	861	1,338
North Lanarkshire Carers Support – Office Expenses	7,891	8,733
North Lanarkshire Carers Support - Travel	3,610	3,568
North Lanarkshire Carers Support – Carers	4,219	4,678
North Lanarkshire Carers Support – Relocation & other	17	0.00
SLCSD – Carers Support	969	1,486
SLCSD – Strategy Information	1,885	2,763
SLCSD – Office Expenses	726	733
SLCSD- Travel & Hospitality	1,054	1,811
East Meets West Project	7,374	750
Lanarkshire NHS-BBV Worker Exps	1,440	508
Lanarkshire NHS-BBV Crisis Fund Payment	350	208
PRT Training Co-ordinator Expenditure	285	8,058
Staff expenditure	302,382	297,410
Cambuslang Rotary Club Respite Grants Paid	400	600
NHS – Information	247	586
LHB – Ethnic Minorities Training	0	754
NHS- Miscellaneous	225	293
NHS Lanarkshire- Website Design	0	13,356
NHS – BBV Expenditure	8,831	4,138
NHS- Steps of Caring	3,658	0
NHS-Creative Textile Project	381	0
Lanarkshire NHS-BME CSW Exps	2,306	806
Carers Grants Paid Out	12,520	15,348
Bellshill Library	29	0
Carers Celebration Expenditure	1,105	1,097
Time to Live Expenditure	<u>29,413</u>	<u>5,564</u>
Total	<u>419,120</u>	<u>404,838</u>

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS(CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

5. Governance Costs

	2013	2012
	£	£
Rent, rates & insurance	16,137	15,946
Heat & Light	1,775	2,323
Staff salaries & direct labour	113,260	109,183
Travel	1,007	1,382
Telephone, Post & Stationery	11,753	11,536
Other office Expenses	8,717	7,812
Bank charges	113	109
Professional fees	1070	1,200
	<hr/>	<hr/>
	153,832	149,491

Total

6. Accruals and Other Creditors

	2013	2012
	£	£
Movement in budget	0	200
Other Creditors & Accruals	2,261	5,610
PRT Carers Celebration Reserve	1,560	2,458
	<hr/>	<hr/>
Total	3,821	8,268

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2013

7. Tangible fixed assets

Cost	Equipment £'s	Furniture £'s	Total £'s
At 31/3/12	14,646	193	14,839
Additions	9,802	0	9,802
Disposals	0	0	0
Total	24,448	193	24,641

Depreciation

At 31/3/12	10,470	193	10,663
Charge in year	2,880	0.00	2,880
Disposals	0	0	0
Total	13,350	193	13,543

As at 31/3/2013	11,098	0	11,098
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8. Statement of Funds

	At 1st April 2012 £'s	Income £'s	Expenditure £'s	At 31st March 2013 £'s
Unrestricted Funds	206,836	580,463	572,952	214,347
Restricted Funds	0	0	0	0
Total Funds	206,836	580,463	572,952	214,347

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2013

9 Provisions Available for Small Entities

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