

**PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE
LIMITED**
(a company limited by guarantee)

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

SC209296

Scottish Charity No. 29160

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PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2014

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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
F Hughes
E R Seaton
M Smith (resigned 16.10.2014)
W H Walker (resigned 03.09.2012)
K J McGoldrick (appointed 28.04.14)
J Hodge (appointed 28.04.14)
E M Mccan (appointed 14.05.14)
M Doak (resigned 29.07.2013)
S Sheikh
A MacNeill
Raymond Gardiner

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 2014

The Directors who are also the Trustees present their Report and Financial Statements for the year ended 31 March 2014.

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 deficit for the year was £16,559 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

FOR THE YEAR ENDED 31 MARCH 2014

DIRECTORS' REPORT (CONTINUED)

- 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 27TH OCTOBER 2014

and signed on its behalf.

By order of the Board

S. Sheikh

S Sheikh
Director

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

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 2014 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.

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

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 2014 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)

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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.



24th November 2014

Kenneth Tait

Senior Statutory Auditor

For on and behalf of Ken Tait & Co Statutory Auditor, 18 Avon St, Hamilton

Ken Tait & Co is eligible to act as an auditor in terms of section 1212 of The Companies Act 2006

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted Fund £'s	Restricted Fund £'s	2014 £'s	2013 £'s
Incoming Resources					
Donations, Legacies & Similar Income	3	565,818	0	565,818	580,463
Total Incoming Resources		<u>565,818</u>	<u>0</u>	<u>565,818</u>	<u>580,463</u>
Resources Expended					
Charitable Expenditure – Objects	4	438,285	0	438,285	419,120
Governance costs	5 & 2	144,092	0	144,092	153,832
Total Resources Expended		<u>582,377</u>	<u>0</u>	<u>582,377</u>	<u>572,952</u>
Net Incoming/ (outgoing) Resources		(16,559)	0	(16,559)	7,511
Total Funds Brought Forward		214,347	0	214,347	206,836
Total Funds carried forward		<u>197,788</u>	<u>0</u>	<u>197,788</u>	<u>214,347</u>

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

BALANCE SHEET AS AT 31st MARCH 2014

	Notes	Unrestricted Fund £'s	Restricted Fund £'s	2014 £'s	2013 £'s
Fixed Assets					
Tangible Fixed Assets	7	8,323	0	8,323	11,098
Current Assets					
Debtors		0	0	0	0
Prepayments		698	0	698	716
Bank & Cash		205,674	0	205,674	222,157
		206,372	0	206,372	222,873
Creditors: amounts Falling due within one year					
Creditors		2,644	0	2,644	6,717
Social Security		8,611	0	8,611	9,086
Accruals	6	5,652	0	5,652	3,821
		16,907	0	16,907	19,624
Net Assets		197,788	0	197,788	214,347
Funds of the charity	8	197,788	0	197,788	214,347

The Financial Statements on pages 8 to 14 were approved by the Directors on 27th October 2014 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 2014

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
FOR THE YEAR ENDED 31 MARCH 2014

2. Directors' Remuneration

	2014	2013
	£	£
Treasurer's Remuneration	<u>7,040</u>	<u>7,268</u>

3. Donations, Legacies & Similar Income

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

Funder	Project Title	2014	2013
		£	£
NHS Lanarkshire	Core Funding	60,151	60,151
	Other Funding	<u>97,388</u>	<u>95,150</u>
		157,539	155,301
South Lanarkshire Council	Core Funding	31,797	42,396
	Carer Training	15,450	15,000
	Carers Strategy Funding	2,181	2,242
	Carers Support Development	46,481	61,809
	Training Officer	<u>9,633</u>	<u>12,844</u>
		105,542	134,291
North Lanarkshire Council	Core Funding	43,328	42,396
	Carers Training	15,780	15,000
	Carers Support	175,972	172,184
	Training Officer	<u>13,128</u>	<u>12,844</u>
		248,208	242,424
Creative Breaks Funding		21,000	15,000
Rotary Club Respite Fund		1,500	1,000
Carers Grants received		13,290	12,520
Carer Celebration Income		972	1,105
Donations		6,146	4,186
Other income		<u>11,621</u>	<u>14,636</u>
		54,529	48,447
Total		<u>565,818</u>	<u>580,463</u>

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

4. Charitable Expenditure

Project Title	2014 £	2013 £
North Lanarkshire Training-Trainer	13,399	7,186
North Lanarkshire Training-Premises	1,832	231
North Lanarkshire Training-Hospitality	2,973	2,810
North Lanarkshire Training-Respite	764	759
North Lanarkshire Training-Travel	1,382	1,378
North Lanarkshire Training-Post/ Stationery	1,248	861
South Lanarkshire Training-Trainer	6,770	9,223
South Lanarkshire Training-Premises	286	594
South Lanarkshire Training-Hospitality	527	1,869
South Lanarkshire Training-Respite	60	792
South Lanarkshire Training-Travel	1,058	1,239
South Lanarkshire Training-Post/ Stationery	1,306	861
North Lanarkshire Carers Support – Office Expenses	10,535	7,891
North Lanarkshire Carers Support - Travel	5,075	3,610
North Lanarkshire Carers Support – Carers	5,424	4,219
North Lanarkshire Carers Support – Relocation & other	0	17
SLCSD – Carers Support	948	969
SLCSD – Strategy Information	1,647	1,885
SLCSD – Office Expenses	954	726
SLCSD- Travel & Hospitality	1,727	1,054
East Meets West Project	0	7,374
Lanarkshire NHS-BBV Worker Expenses	668	1,440
Lanarkshire NHS-BBV Crisis Fund Payment	360	350
PRT Training Co-ordinator Expenditure	0	285
Staff expenditure	321,133	302,382
Cambuslang Rotary Club Respite Grants Paid	1,498	400
NHS – Information	50	247
NHS- Miscellaneous	184	225
NHS Lanarkshire-PCSW	1,478	0
NHS Lanarkshire-Prepared to Care	4,060	0
NHS Lanarkshire- Website Design	1,155	0
NHS – BBV Expenditure	9,390	8,831
NHS- Steps of Caring	4,069	3,658
NHS-Creative Textile Project	0	381
Lanarkshire NHS-BME CSW Expenses	3,051	2,306
Carers Grants Paid Out	13,530	12,520
Bellshill Library	0	29
Carers Celebration Expenditure	972	1,105
Time to Live Expenditure	<u>18,772</u>	<u>29,413</u>
Total	438,285	419,120

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS(CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

5. Governance Costs

	2014	2013
	£	£
Rent, rates & insurance	16,087	16,137
Heat & Light	2,625	1,775
Staff salaries & direct labour	99,465	113,260
Travel	561	1,007
Telephone & Internet, Post & Stationery	9,059	11,753
Computer costs	401	0
Repairs & Maintenance	1,886	2,033
Cleaning	566	469
Advertising	220	0
Subscriptions	1,075	1,135
Office Equipment Depreciation	2,774	2,880
Training Costs	2,385	0
Entertainment	56	0
50/50 Club Expenditure	544	338
Fundraising Expenditure	483	0
Clothing costs	40	0
General Carers Support	601	0
Other office Expenses	1,205	1,862
Bank charges	134	113
Professional fees	3,925	1070
Total	144,092	153,832

6. Accruals and Other Creditors

	2014	2013
	£	£
Other Creditors & Accruals	5,064	2,261
PRT Carers Celebration Reserve	588	1,560
Total	5,652	3,821

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2014

7. Tangible fixed assets

Cost	Equipment £'s	Furniture £'s	Total £'s
As at 01.04.13	24,448	193	24,641
Additions	0	0	0
Disposals	0	0	0
Total	24,448	193	24,641
Depreciation			
As at 01.04.13	13,350	193	13,543
Charge in year	2,775	0	2,775
Disposals	0	0	0
Total	16,125	193	16,318
As at 31.03.14	8,323	0	8,323

8. Statement of Funds

	At 1st April 2013 £'s	Income £'s	Expenditure £'s	At 31st March 2014 £'s
Unrestricted Funds	214,347	565,818	582,377	197,788
Restricted Funds	0	0	0	0
Total Funds	214,347	565,818	582,377	197,788

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2014

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.