

**NORTH AYRSHIRE LOCAL VOLUNTEER DEVELOPMENT AGENCY  
FINANCIAL STATEMENTS FOR THE PERIOD TO 31 MARCH 2004  
COMPANY REGISTRATION NO. 219307**

**HOWAT, ANDREW & CO.  
CHARTERED ACCOUNTANTS  
IRVINE**



**Directors and advisers****Board of directors**

	Appointed	Resigned
Colin Bruce	14.08.02	08.07.03
Ian Capperauld	26.07.02	10.10.03
Joyce Collie	26.07.02	09.06.04
Julie Gibb	14.08.02	10.10.03
Vicky Gouldthorpe	26.07.02	
Janet Hay	19.08.02	
Barbara Hastings	10.10.03	
Pat Hewitson	30.07.02	28.05.03
Brian McCulloch	03.02.04	
Joyce McMillan	09.12.03	
Fiona Pullen	03.02.04	
Sharon Stewart	02.08.02	10.10.03
Samuel Taylor	02.12.02	16.03.04

**Company Secretary**

A Smith

**Registered Office**18-20 Countess Street  
SALTCOATS  
Ayrshire KA21 5HW**Accountants**Howat, Andrew & Co.  
11 Piersland Place  
IRVINE  
Ayrshire KA11 1QF.**Bankers**Bank of Scotland  
57 Dockhead Street  
SALTCOATS  
Ayrshire KA21 5EY

**NORTH AYRSHIRE LOCAL VOLUNTEER DEVELOPMENT AGENCY  
DIRECTORS' REPORT FOR THE YEAR TO 31 MARCH 2004**

**2.**

The directors present their report and the unaudited financial statements for the year ended 31 March 2004.

**Principal Activity**

The principal activity of the company is the promotion, support and development of voluntary service for the benefit of the inhabitants of North Ayrshire.

**Review of Performance**

The results for the year to 31 March 2004 show the company made a loss of £23,737 (2003 deficit £11,576). Activity levels in the coming year are expected to increase as further funding support has been secured from North Ayrshire Council, Ayrshire and Arran Health Board and the Scottish Executive.

**Directors**

The directors who served the company during the year are listed on page 1. The company is limited by guarantee and no director has an interest in share capital of the company.

**Directors Responsibilities**

The directors are required by UK company law to prepare financial statements for the period which give a true and fair view of the state of affairs of the company and of its profit or loss for the year.

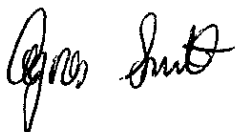
The directors confirm that suitable accounting policies have been used and applied consistently and reasonable and prudent judgements and estimates have been made in the preparation of the financial statements for the year ended 31 March 2004. The directors also confirm that applicable accounting standards have been followed and that the financial statements have been prepared on the going concern basis.

The directors are responsible for keeping proper accounting records, for taking reasonable steps to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

**Reporting Regulations**

The directors consider that for the year ended 31 March 2004 the company was entitled to exemption from a statutory audit under S249A of the Companies Act 1985. Under the provision of the act, the directors have appointed Howat, Andrew & Co. to prepare accounts in accordance with Companies Act exemptions applicable to small companies and in accordance with the Financial Reporting Standard for Small Entities effective June 2002.

By order of the board

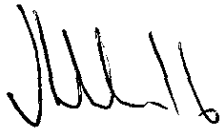


A Smith  
Company Secretary  
15 November 2004

**Accountants Report**

**Accountants report to the members on the unaudited financial statements 31 March 2004 of North Ayrshire Local Volunteer Development Agency**

In accordance with instructions given to us we have prepared financial statements for the company for the year to 31 March 2004 according to the accounting provisions of the Companies Act 1985 and the Financial Reporting Standard for Small Entities effective June 2002. The directors of the company have confirmed that the company is totally exempt from the audit requirement under the provisions of subsection 1 of section 249A of the Companies Act 1985, and as a result we have not carried out an audit. The financial statements on pages 4-6 are therefore based on the information shown in the accounting records and on the information supplied and explanations given to us by the directors.



Howat, Andrew & Co.,  
Chartered Accountants  
Irvine  
28 June 2004

**NORTH AYRSHIRE LOCAL VOLUNTEER DEVELOPMENT AGENCY  
PROFIT AND LOSS ACCOUNT FOR THE YEAR TO 31 MARCH 2004**

**4.**

	<b>2004</b>		<b>2003</b>	
	£	£	£	£
Funding received public authorities		167,301		130,528
Training income		1,560		-
Miscellaneous income		287		-
Interest received		596		495
		-----		-----
		169,744		131,023
Deduct overheads				
Project costs	3,729		7,534	
Salaries	135,750		86,292	
Temporary staff	2,093		-	
Pension costs	3,885		3,128	
Members and staff expenses	6,316		5,261	
Rent and rates	990		6,430	
Heat, light, telephone & insurance	6,165		5,147	
Property repairs	842		1,624	
Stationery/computer consumables	10,957		7,275	
Photocopier	1,864		1,384	
Conferences and training	10,784		5,530	
Recruitment	696		2,218	
Professional fees	1,178		1,580	
Subscriptions	1,189		482	
Depreciation	6,225		8,300	
Miscellaneous	818		414	
	-----		-----	
		193,481		142,599
		-----		-----
<b>Surplus/(deficit) in period retained</b>		<b>£ (23,737)</b>		<b>£(11,576)</b>
		=====		=====

**NORTH AYRSHIRE LOCAL VOLUNTEER DEVELOPMENT AGENCY  
BALANCE SHEET AS AT 31 MARCH 2004**

**5.**

	Notes	2004	2003
		£	£
<b>Fixed Assets</b>			
Tangible assets	3	18,674	24,899
<b>Current Assets</b>			
Bank and cash		36,273	7,573
<b>Current Liabilities</b>			
Creditors(due under 1 year)	4	4,125	3,064
<b>Net current assets</b>		32,148	4,509
<b>Total Assets</b>		50,822	29,408
<b>Creditors: amounts falling due after more that 1 year</b>		-	-
		£ 50,822	£ 29,408
<b>Capital and Reserves</b>			
Called up share capital		-	-
Profit and loss reserve		5,671	29,408
Deferred income reserve		45,151	-
		£ 50,822	£ 29,408

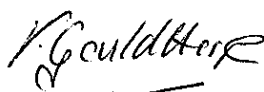
The directors considered that for the year ended 31 March 2004 the company was entitled to exemption under subsection 1 of section 249A of the Companies Act 1985. No member or members have deposited a notice requesting an audit of the current financial year under section 2 of section 249B of the Act.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985 and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to financial statements so far as applicable to the company.

The accounts are prepared in accordance with the special provisions of Part V11 of the Companies Act relating to small business under section 246(8) of the Act.

The financial statements on pages 4-6 were approved by the Board on 15 November 2004..

V Gouldthorpe



J Hay

B. McGilchrist



# **1. ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost accounting rules

Depreciation of office equipment has been charged at 25% of written down value.

The company has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No 1 on the grounds that it is entitled to the exemptions available in Section 246 and 247 of the Companies Act 1985 for small companies.

# **2. INCOME**

Funding income is recognised on receipt.

# **3. FIXED ASSETS**

Computer and office equipment had been acquired prior to the year at a cost of £41,333 against which depreciation of £22,659 has been charged. Of depreciation amount £6,225 was charged in the last year.

# **4. CREDITORS: amounts falling due within one year**

	2004	2003
	£	£
Accrued expenses	4,125	3,064

# **5. COMPANY LIMITED BY GUARANTEE**

The company is a company limited by guarantee and has no share capital authorised or issued.

# **6. PROFIT AND LOSS RESERVE**

	2004	2003
	£	£
Balance on incorporation/brought forward	29,408	40,984
Surplus/(deficit) in period	(23,737)	(11,576)
	<u>£ 5,671</u>	<u>£ 29,408</u>

# **7. DEFERRED INCOME RESERVE**

	2004	2003
	£	£
Balance b/f	-	-
Credited in year	45,151	-
Balance c/f	45,151	-