

REGISTERED COMPANY NUMBER 4203210 (England and Wales)

**REPORT OF THE TRUSTEES AND  
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 MARCH 2012  
FOR**

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**



**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

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FOR THE YEAR ENDED 31 MARCH 2012**

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**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

*The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.*

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
4203210 (England and Wales)

**Registered Charity number**  
1089663

**Registered office**  
31-35 Baldwin Street  
St Helens  
Merseyside  
WA10 2RS

**Trustees**

Mrs E J Dearden MBE DL  
Mrs A M Ormrod  
Mrs A E Sisson  
Mrs J Wilcock  
T D Hughes  
Mrs S Whalley  
Canon G F Almond  
Mrs T A Butler  
Mrs D P M Dowdle

- appointed 17 1 12  
- appointed 17 1 12

**Chief Executive**  
Mr A Ashton

**Company Secretary**  
Mrs A E Sisson

**Auditors**  
Styles & Co Accountants Ltd  
Statutory Auditors  
Heather House  
473 Warrington Road  
Culcheth  
Warrington  
Cheshire  
WA3 5QU

**Solicitors**  
Tickle Hall Cross Solicitors  
25 Hardshaw Street  
St Helens  
Merseyside  
WA10 1RP

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Barclays Bank plc  
19 Church Street  
St Helens  
Merseyside  
WA10 1BG

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Charitable Status**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006

The company was registered as a charity by the Charity Commissioners for all purposes on 5 December 2001 (Certificate number 1089663)

**Constitution**

The company has no share capital, being a company limited by guarantee under clause 7 of its Memorandum of Association to £1 for each member in the event of its being wound up. The number of members registered at 31 March 2012 was 9 (2011 - 7)

**Directors and Trustees**

The Directors of St Helens Carers Centre Limited are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees

The Trustees serving during the year under review and since the year end were as follows

Chair Mrs E J Dearden MBE DL  
Vice Chair Mrs A M Ormrod  
Treasurer Canon G F Almond  
Company Secretary Mrs A E Sisson  
Other Trustees Mr T Hughes  
Mrs J Wilcock  
Mrs S Whalley MBE  
Mrs D Dowdle - appointed 17/01/12  
Mrs T Butler - appointed 17/01/12

**Organisational structure**

The charitable company is governed by its Memorandum and Articles of Association, and the Board of Trustees administers the Charity. The Full Board meets bi-monthly and more frequently if required to do so. In addition, an Executive Board comprising the Chair, Vice Chair, Treasurer, Company Secretary and trustee for human resources meets bi monthly and report to the full Board

The Charity is required to provide monitoring information to its funds including St Helens Council, St Helens Primary Care Trust and other grant making bodies. This information comprises fiscal, quality and service standards monitoring information

The Board employ paid staff including the Chief Executive who is responsible for the day to day management of the Charity and reports direct to the Board of Trustees

**Governing Document**

St Helens Carers Centre Limited is a registered Charity and also a Company Limited by Guarantee. The Charity is governed by its Memorandum and Articles of Association which define its aims, objectives, duties and responsibilities

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Appointment of Trustees**

The Trustee Board is made up of between three and nine members. They are elected from members at the Annual General Meeting held each year. The Trustees may at any time co-opt any person duly qualified to be appointed as a Trustee to fill a vacancy in their number or as an additional Trustee, but a co-opted Trustee holds office only until the next AGM.

One third (or the number nearest one third) of the Trustees must retire each year, those longest in the office retiring first and the choice between and of equal service being made by drawing lots. Those who retire are eligible for re-election at the next Annual General Meeting.

**Trustee Induction and Training**

New Trustees are given an Induction Pack to the organisation and spend time with the Chief Executive of the organisation having the aims and objectives and the policies and procedures of the Charity explained to them.

New Trustees are given copies of the Memorandum and Articles of Association, the current Business Plan, latest Annual Report and copies of minutes from the previous 12 months Board meetings.

Trustees are required to complete a skills analysis form and identify and training which may assist them in their role.

Trustees are also encouraged to attend training provided by the Princess Royal Trust for Carers specifically for Trustees in areas such as Governance and Monitoring.

**Risk Management**

The Trustees have a risk management strategy in place and have established systems and procedures designed to reduce or eliminate any risks identified.

On an annual basis the trustees assess the risks to which the Charity is exposed, in particular those related to the operations and finances of the organisation.

**Relationship with The Carers Trust (Formerly The Princess Royal Trust For Carers)**

The charity is a Network Member of the Carers Trust through a network agreement. The Carers Trust provide national and regional information, advice, support and publicity. The charity retains its own identity with regard to policies, procedures, contracts and responsibility for generating income, governance and management.

**Investment Policy**

The Trustees whilst retaining their cautious approach to investments have authorised that any surplus funds can be deposited in a suitable interest bearing bank or building society account. This approach is revisited at least annually to ensure that maximum returns are being achieved for the charity.

**Reserves Policy**

The trustees have established a policy that the Charity should aim to retain unrestricted reserves that will cover between three to six months of annual expenditure. The unrestricted reserves as at 31st March 2012 were £318,928 (2011 - £223,637) against total unrestricted expenditure of £666,008 (2011 - £845,567). The charity's free reserves, after deducting specific designated funds set aside for the Young Carers Service, as at 31 March 2012 were £185,923 (2011 - £216,677), as shown in note 21 of the audited accounts, and cover just over three months of direct charitable expenditure.

Reserves are held to cover any delay in receiving funding income whilst allowing the normal business operation of the Charity to continue. In addition the Charity retains reserves to cover possible redundancy payments should the Charity have to reduce the size of its operation.

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

**OBJECTIVES AND ACTIVITIES**

**Principal activities and objects of the Charity - Benefit to the Public**

The principal activity of the company in the year under review was that of the provision of relief and support for Carers of people who are ill, disabled or elderly

The Charity's objectives are to support Carers living in St Helens and adjoining areas so that they do not reach crisis point To do this the Charity employs a team of paid staff based at a centrally located "one stop" Carers Centre Paid employees provide information, advice, emotional support and a range of practical support including the provision of Holistic Therapies, Respite Breaks, Benefits Advice and Training

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities

**ACHIEVEMENT AND PERFORMANCE**

The Trustees identified the following to have been achieved in this period

- The Charity registered a further 1,497 Carers with the Centre in 2011/12 On 31st March 2012, a total of 8,945 Carers had registered with the Centre with 7,089 receiving ongoing support
- The amount of work undertaken with each Carer was considerable, with pre existing registered Carers continuing to return for additional services During the year we had 24,403 individual contacts with Carers including 1,520 drop in sessions of Carers without an appointment
- Our Income Maximisation service continued to produce excellent results during the year with a total of 1,106 successful claims on behalf of Carers The total annual value of these benefit claims was £2,491,552 with an additional total of backdated payments of £ 263,395, all additional income for local Carers through previously unclaimed benefits
- The Centre continued to provide free training to Carers on a range of issues and subjects with a total of 2,221 hours of training provided
- We were able to maintain a small staff presence for dedicated Carer Support at our local NHS Acute Hospital with 3 staff providing support to Carers Over the year this team supported 1,186 Carers (this is in addition to those Carers supported at our main Centre) - this included 6,407 separate contacts with these Carers at the Hospital
- We continued to offer Carer Breaks to Carers and in 2011/12 just over £183,287 was spent of these Breaks benefiting over 2,130 Carers Breaks ranged from individual personalised Carer Breaks of up to £400, to group breaks and therapies
- We were extremely pleased to end the year with the establishment of a dedicated Young Carer Centre and service This service aims to ensure that no young Carer in St Helens is left without support The separate service has its own spacious town centre premises and the Trustees agreed to use unrestricted reserves to commence the service

**FINANCIAL REVIEW**

The end of year saw incoming resources exceed expenditure by £111,573 (2011 - expenditure exceeded incoming resources by £37,630)

The principal funding sources were

- St Helens Council Adult Social Care & Health
- St Helens Council Children's Services
- Halton & St Helens NHS Primary Care Trust

The trustees are extremely grateful to all those who have provided funding either directly or via donations The Charity is only able to provide excellent support to Carers thanks to the funding it receives

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

**FINANCIAL REVIEW**

At the end of the year, the Charity had restricted funds of £18,012 (2011 - £1,730) as shown in notes 18 and 19 of the audited accounts

**PLANS FOR FUTURE PERIODS**

The Board has identified the following plans for the coming year,

- To continue to offer a hub for Carers in St Helens providing a range of support services
- To attract long term funding for our new Young Carer Service so it can develop and meet the anticipated level of demand
- To consult with Carers to ensure the service we provide reflects the needs of local Carers

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of St Helens Carers Centre Limited (A company limited by guarantee) for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charity SORP,
- 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 charitable company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable 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**

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information

**AUDITORS**

The auditors, Styles & Co Accountants Ltd, will be proposed for re-appointment at the forthcoming Annual General Meeting

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

**ON BEHALF OF THE BOARD**

  
Canon G F Almond - Trustee

Date 21/12/12



**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

We have audited the financial statements of St Helens Carers Centre Limited (A company limited by guarantee) for the year ended 31 March 2012 on pages nine to twenty. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on 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 the 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 Report of the Trustees 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.

**Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2012 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.

**Opinion on other matter prescribed by the Companies Act 2006**

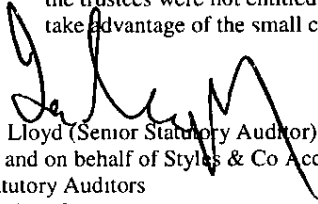
In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**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 requires us to report to you if, in our opinion

- 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 trustees' 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 Report of the Trustees



Ian Lloyd (Senior Statutory Auditor)  
for and on behalf of Styles & Co Accountants Ltd  
Statutory Auditors  
Heather House  
473 Warrington Road  
Culcheth  
Warrington  
Cheshire  
WA3 5QU

Date 24.12.2012

**ST HELENS CARERS CENTRE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE) (REG COMPANY NUMBER 4203210)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2012**

	Notes	Unrestricted funds £	Restricted funds £	31 3.12 Total funds £	31 3.11 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	24,324	4,139	28,463	25,824
Other income	3	5,207	-	5,207	7,304
Investment income	4	56	-	56	54
<b>Incoming resources from charitable activities</b>	5				
Support for carers		<u>731,712</u>	<u>201,657</u>	<u>933,369</u>	<u>1,015,519</u>
<b>Total incoming resources</b>		<b>761,299</b>	<b>205,796</b>	<b>967,095</b>	<b>1,048,701</b>
 <b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Fundraising trading cost of goods sold and other costs	6	2,946	-	2,946	1,714
<b>Charitable activities</b>	7				
Support for carers		658,262	189,515	847,777	1,079,812
<b>Governance costs</b>	9	<u>4,800</u>	<u>-</u>	<u>4,800</u>	<u>4,804</u>
<b>Total resources expended</b>		<b>666,008</b>	<b>189,515</b>	<b>855,523</b>	<b>1,086,330</b>
 <b>NET INCOMING/(OUTGOING) RESOURCES</b>					
		<b>95,291</b>	<b>16,281</b>	<b>111,572</b>	<b>(37,629)</b>
 <b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>223,637</b>	<b>1,731</b>	<b>225,368</b>	<b>262,997</b>
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 <b><u>318,928</u></b>	 <b><u>18,012</u></b>	 <b><u>336,940</u></b>	 <b><u>225,368</u></b>

The notes form part of these financial statements

**ST HELENS CARERS CENTRE LIMITED**  
**(A COMPANY LIMITED BY GUARANTEE) (REG COMPANY NUMBER 4203210)**

**BALANCE SHEET**  
**AT 31 MARCH 2012**

	Notes	31.3.12 £	31.3.11 £
<b>FIXED ASSETS</b>			
Tangible assets	14	3,497	6,960
<b>CURRENT ASSETS</b>			
Debtors amounts falling due within one year	15	89,438	7,000
Cash at bank and in hand		<u>272,053</u>	<u>218,421</u>
		361,491	225,421
<b>CREDITORS</b>			
Amounts falling due within one year	16	(28,048)	(7,013)
<b>NET CURRENT ASSETS</b>		<u>333,443</u>	<u>218,408</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		336,940	225,368
<b>NET ASSETS</b>		<u>336,940</u>	<u>225,368</u>
<b>FUNDS</b>	19		
Unrestricted funds		318,928	223,637
Restricted funds		<u>18,012</u>	<u>1,731</u>
<b>TOTAL FUNDS</b>		<u>336,940</u>	<u>225,368</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Trustees on 21/12/12 and were signed on its behalf by

  
 Canon G F Almond -Trustee

The notes form part of these financial statements

**ST HELENS CARERS CENTRE LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2012**

**1 ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and with the Statement of Recommended Practice, Accounting and reporting by Charities (SORP 2005), issued in 2005. The financial statements have been prepared under the historical cost convention.

**Incoming resources**

All income is reported gross and no income was received from outside the United Kingdom.

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income received by way of donations is included in full in the statement of financial activities when receivable.

Investment income is recognised on a receivable basis.

The company recognises income from charitable activities when earned, on an accrual basis. As such, any income received during this accounting period relating to a future period is deferred.

Grant and contract income is accounted for when the charity earns the right to consideration by the performance of its activities.

**Resources expended**

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

**Tangible fixed assets**

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

Office Equipment	- 20% on cost
Fixtures and fittings	- 3 years straight line
Computer equipment	- 3 years straight line

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**ST HELENS CARERS CENTRE LIMITED**  
(A COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**1 ACCOUNTING POLICIES - continued**

**Pension costs and other post-retirement benefits**

The charity does not have a pension scheme but pays a contribution to the personal pension schemes of a number of employees. The total cost to the charity in the year was £19,081 (2011 - £17,331)

**Hire purchase and leasing commitments**

Rentals payable under operating leases are charged to the income and expenditure account on a straight line basis over the period of the lease

**2 VOLUNTARY INCOME**

	<b>31 3 12</b>	<b>31 3 11</b>
	<b>£</b>	<b>£</b>
Individual donations	<b>10,149</b>	2,619
Carers UK	<b>5,000</b>	5,000
Fundraising	<b><u>13,314</u></b>	<u>18,205</u>
	<b><u>28,463</u></b>	<u>25,824</u>

Included within individual donations is restricted income of £4,139 (2011 - £nil) relating to the Young Carer's Service

**3 OTHER INCOME**

	<b>31 3 12</b>	<b>31 3 11</b>
	<b>£</b>	<b>£</b>
Recharges and other income	<b>5,207</b>	4,404
Room hire	<b><u>-</u></b>	<u>2,900</u>
	<b><u>5,207</u></b>	<u>7,304</u>

**4 INVESTMENT INCOME**

	<b>31 3 12</b>	<b>31 3 11</b>
	<b>£</b>	<b>£</b>
Bank interest	<b><u>56</u></b>	<u>54</u>

**ST HELENS CARERS CENTRE LIMITED**  
(A COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

		31.03 12	31 03 11
	Activity	£	£
St Helens Council			
Adult Social Care & Health	Support for carers	388,000	391,387
Area Based Grant	Support for carers	-	50,000
Children's Services	Support for carers	25,000	35,580
Stroke Grant	Support for carers	-	2,500
Halton & St Helens NHS	Support for carers	496,529	405,768
Centre Lottery Income	Support for carers	14,112	14,090
Betty's Breaks Hardship Fund	Support for carers	-	-
Caring With Confidence	Support for carers	-	96,170
Parent Participation	Support for carers	7,500	10,000
Mersey Travel grant	Support for carers	100	100
North West Joint Investment Programme	Support for carers	-	6,924
Soroptimists St Helens	Support for carers	-	1,000
Princess Royal Trust for Carers	Support for carers	2,128	2,000
		<u>933,369</u>	<u>1,015,519</u>

Incoming resources from charitable activities include those relating to restricted funds of £201,657 (2011 - £159,000) These relate to the following income streams as analysed above Parent Participation of £7,500 (2011 - £10,000), Caring With Confidence of £nil (2011 - £55,571), Halton and St Helens NHS of £192,029 (2011 - £93,529) and the Princess Royal Trust for Carers of £2,128 (2011 - £nil)

**6 FUNDRAISING TRADING· COST OF GOODS SOLD AND OTHER COSTS**

	31 3 12	31 3 11
	£	£
Event costs	<u>2,946</u>	<u>1,714</u>

**7 CHARITABLE ACTIVITIES COSTS**

	Direct costs (See note 8)	Totals
	£	£
Support for carers	<u>847,777</u>	<u>847,777</u>

Direct costs of charitable activities include those relating to restricted funds of £188,814 (2011 - £240,763) These relate to the following expenditure as analysed in note 8 - Hardship fund £nil (2011 - £1,786), Parent participation £3,164 (2011 - £9,444), Carer Breaks £127,035 (2011 - £160,454), Caring With Confidence session costs of £nil (2011 - £69,079), Carer Week and events of £17,731 (2011 - £nil), Therapy Services of £28,342 (2011 - £nil), Young Carer Service of £2,362 (2011 - £nil), Young Carer Breaks of £9,480 (2011 - £nil) and Training of £700 (2011 - £nil)

**ST HELENS CARERS CENTRE LIMITED**  
(A COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**8 DIRECT COSTS OF CHARITABLE ACTIVITIES**

	31 3 12	31 3 11
	£	£
Staff costs	538,992	683,866
Recruitment	-	36
Staff travel & parking	2,236	5,007
Staff training	921	1,699
Volunteer expenses	679	934
Rent & service charge	30,000	29,385
IT service	5,544	771
Insurance	3,832	4,510
Telephone	5,042	4,168
Printing	9,680	6,261
Stationery	12,188	15,592
Postage	16,942	19,216
Equipment	6,040	4,529
Computer software	-	1,003
Refreshments	983	1,179
Books, periodicals & subscriptions	172	447
Sundries	614	515
Carer training	1,410	2,486
Carers week and events	17,731	6,075
Therapy services	28,342	18,790
Support group funding	422	1,351
Hardship fund	1,242	1,786
Heat, light & water	6,665	5,347
Cleaning services	858	1,031
Centre lottery costs and prize money	9,290	7,481
Demonstrator charges	-	10,489
Parent participation	3,164	9,444
Carer breaks	127,736	160,454
Caring With Confidence session costs	-	69,079
Young Carer Breaks	9,480	-
Young Carer Service	2,362	-
Depreciation	5,180	6,852
Interest payable and similar charges	30	29
	<u>847,777</u>	<u>1,079,812</u>

**9 GOVERNANCE COSTS**

	31 3 12	31 3 11
	£	£
Auditors' remuneration	<u>4,800</u>	<u>4,804</u>



**ST HELENS CARERS CENTRE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**10 NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/ (crediting)

	<b>31 3 12</b>	<b>31 3 11</b>
	<b>£</b>	<b>£</b>
Auditors' remuneration	<b>4,800</b>	4,804
Depreciation - owned assets	<b><u>5,179</u></b>	<b><u>6,853</u></b>

**11 TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2012 nor for the year ended 31 March 2011

**Trustees' Expenses**

The trustees were reimbursed expenses of £674 for the year ended 31 March 2012 and £746 for the year ended 31 March 2011

**12 STAFF COSTS**

	<b>31 3 12</b>	<b>31 3 11</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>475,117</b>	609,786
Social security costs	<b>44,794</b>	56,749
Other pension costs	<b><u>19,081</u></b>	<b><u>17,331</u></b>
	<b><u>538,992</u></b>	<b><u>683,866</u></b>

The average number of employees during the year was as follows

	<b>31 3 12</b>	<b>31 3 11</b>
Management	<b>2</b>	3
Office and administration staff	<b>2</b>	3
Support workers	<b><u>18</u></b>	<b><u>22</u></b>
	<b><u>22</u></b>	<b><u>28</u></b>

The number of staff to whom retirement benefits were accruing was as follows

	<b>22</b>	<b>29</b>
	<b><u>22</u></b>	<b><u>29</u></b>

No employees received emoluments in excess of £60,000 (2011 - None)

**ST HELENS CARERS CENTRE LIMITED  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2012**

**13 SUPPORT COSTS**

Support costs incurred in the year in relation to charitable activities were as follows

	31 03 12	31 03 11
	£	£
Staff costs	70,157	85,442
Recruitment	-	7
Staff travel & parking	291	951
Staff training	120	323
Rent & service charge	3,905	5,581
IT service	722	146
Insurance	499	857
Telephone	656	792
Auditors' remuneration	4,800	4,804
Bank charges	4	6
Printing	1,260	1,189
Stationery	1,586	2,961
Postage	2,205	3,649
Equipment	786	860
Computer software	-	190
Depreciation	674	1,301
Refreshments	128	224
Books, periods & subs	22	85
Sundries	80	98
Heat, light & water	868	1,015
Cleaning services	112	196
	<u>88,875</u>	<u>110,677</u>

**ST HELENS CARERS CENTRE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**14 TANGIBLE FIXED ASSETS**

	Office Equipment £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1 April 2011	10,461	41,989	34,042	86,492
Additions	<u>-</u>	<u>-</u>	<u>1,716</u>	<u>1,716</u>
At 31 March 2012	<u>10,461</u>	<u>41,989</u>	<u>35,758</u>	<u>88,208</u>
<b>DEPRECIATION</b>				
At 1 April 2011	7,280	41,437	30,815	79,532
Charge for year	<u>1,104</u>	<u>276</u>	<u>3,799</u>	<u>5,179</u>
At 31 March 2012	<u>8,384</u>	<u>41,713</u>	<u>34,614</u>	<u>84,711</u>
<b>NET BOOK VALUE</b>				
At 31 March 2012	<u>2,077</u>	<u>276</u>	<u>1,144</u>	<u>3,497</u>
At 31 March 2011	<u>3,181</u>	<u>552</u>	<u>3,227</u>	<u>6,960</u>

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

	31.3.12 £	31.3.11 £
Prepayments and accrued income	<u>89,438</u>	<u>7,000</u>

Included within prepayments and accrued income is accrued income totalling £82,438 (2011 - £nil)

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

	31.3.12 £	31.3.11 £
Trade creditors	19,405	-
Accrued expenses	<u>8,643</u>	<u>7,013</u>
	<u>28,048</u>	<u>7,013</u>

**ST HELENS CARERS CENTRE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**17 OPERATING LEASE COMMITMENTS**

The following operating lease payments are committed to be paid within one year

	31 3 12 £	31 3 11 £
Expiring		
Between one and five years	1,032	1,032
In more than five years	<u>30,000</u>	<u>30,000</u>
	<u>31,032</u>	<u>31,032</u>

**18 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds £	Restricted funds £	31.3.12 Total funds £	31 3 11 Total funds £
Fixed assets	3,497	-	3,497	6,960
Current assets	343,479	18,012	361,491	225,421
Current liabilities	<u>(28,048)</u>	<u>-</u>	<u>(28,048)</u>	<u>(7,013)</u>
	<u>318,928</u>	<u>18,012</u>	<u>336,940</u>	<u>225,368</u>

**19 MOVEMENT IN FUNDS**

	At 1.4.11 £	Net movement in funds £	At 31 3 12 £
<b>Unrestricted funds</b>			
General fund	223,637	95,291	318,928
<b>Restricted funds</b>			
Carer breaks	1,145	10,167	11,312
Parent participation	586	4,336	4,922
Young Carers Service	<u>-</u>	<u>1,778</u>	<u>1,778</u>
	<u>1,731</u>	<u>16,281</u>	<u>18,012</u>
<b>TOTAL FUNDS</b>	<u>225,368</u>	<u>111,572</u>	<u>336,940</u>

**ST HELENS CARERS CENTRE LIMITED**  
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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 MARCH 2012**

**19 MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	761,299	(666,008)	95,291
<b>Restricted funds</b>			
Carer breaks	192,028	(181,861)	10,167
Young Carers Service	4,140	(2,362)	1,778
Parent participation	7,500	(3,164)	4,336
Skills and Learning Grant	<u>2,128</u>	<u>(2,128)</u>	<u>-</u>
	205,796	(189,515)	16,281
<b>TOTAL FUNDS</b>	<u><u>967,095</u></u>	<u><u>(855,523)</u></u>	<u><u>111,572</u></u>

"Betty's Breaks" restricted fund is for the provision of respite breaks and events for carers and a hardship fund for carers in need of support and/or equipment to assist them in their caring role

The Carer Breaks Fund allows for Carers to take a personalised Break through a direct payment. The break is usually in the range of £300 to £600 and is awarded based on the impact of the caring role on the carer. The Carer Breaks Fund also allows for group breaks organised by the Centre for those Carers not eligible for an individual break fund payment.

Parent Participation funding is received from the Department of Education to give Parent Carers a voice in the development of services for disabled children locally. The funding is available for the development of a Parent Carer Forum and Training to enable and encourage Parent Carers to become involved at all levels of decision making.

Young Carers Service is a dedicated young carer's centre which offers support, advice and leisure opportunities to young carers between the ages of 8 and 18 to support them in their caring role.

The Skills and Learning fund is a national fund administered by the Carers Trust national for individual carers to access training to assist them in their caring role.

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**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 MARCH 2012**

**20 DESIGNATED FUNDS**

The following designated funds have been set aside out of unrestricted funds by the directors for specific purposes

	Balance at 01 04 11 £	New Designations £	Utilised / Released £	Balance at 31 03 12 £
Young Carer's Service	29,508	100,000	-	<b>129,508</b>

The purpose of the designated funds is for the provision of respite breaks and events for young carers and a hardship fund for carers in need of support and/or equipment to assist them in their caring role. It has been budgeted that the Charity will spend £78,500 in the year ended 31 March 2013 with the remaining funds being spent in the following year.

**21 ANALYSIS OF RESERVES**

	31 03.12 £	31 03 11 £
Total Reserves	<b>336,940</b>	225,368
Less Restricted funds	<b>(18,012)</b>	(1,731)
Less Unrestricted fixed assets	<b>(3,497)</b>	(6,960)
Less Designated funds	<b><u>(129,508)</u></b>	<u>-</u>
Freely available reserves	<b><u>185,923</u></b>	<u>216,677</u>

**22. NATIONAL ORGANISATION**

St Helens Carers Centre Limited is part of the national network The Carers Trust. The national contact is

Carers Trust  
32-36 Loman Street  
London  
SE1 0EH