

REGISTERED COMPANY NUMBER: 4203210 (England and Wales)

**REPORT OF THE TRUSTEES AND
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2013
FOR**

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

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

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2013**

	Page
Report of the Trustees	1 to 7
Report of the Independent Auditors	8 to 9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12 to 21

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

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 2013. 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

- resigned 14 12 12

Mrs S Whalley

Canon G F Almond

Mrs T A Butler

Mrs D P M Dowdle

- resigned 14 12 12

Chief Executive

Mr A Ashton

Company Secretary

Mrs A E Sisson

Auditors

Styles and Co Accountants Limited

Statutory Auditors

Heather House

473 Warrington Road

Culcheth

Warrington

Cheshire

WA3 5QU

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

REFERENCE AND ADMINISTRATIVE DETAILS

Solicitors

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

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 2013 was 7 (2012 - 9)

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 - resigned 14 12 12
Mrs J Wilcock
Mrs S Whalley MBE
Mrs D Dowdle - resigned 14 12 12
Mrs T Butler

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

STRUCTURE, GOVERNANCE AND MANAGEMENT

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.

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.

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

STRUCTURE, GOVERNANCE AND MANAGEMENT

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 provides 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 2013 were £355,707 (2012 - £318,928) against total unrestricted expenditure of £671,960 (2012 - £666,008). The charity's free reserves, after deducting specific designated funds set aside for the Young Carers Service, as at 31 March 2013 were £254,334 (2012 - £185,923), as shown in note 21 of the audited accounts, and cover over four 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.

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 Charity registered a further 1,526 with the Centre in 2012/13, an increase of 2% on the previous year (1,497 in 2011/12). On 31st March 2013, a total of 8,225 Carers were actively receiving ongoing support as opposed to 7089 on 31st March 2012, an increase of 16%.

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

ACHIEVEMENT AND PERFORMANCE

- 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 21,527 individual contacts with Carers including 2,662 drop in sessions of Carers without an appointment an increase of 75% (1,520 in 2011/12)
- Our Income Maximisation service continued to produce excellent results during the year with a total of 1,163 successful claims on behalf of Carers. The total annual value of these benefit claims was £2,979,190 with an additional total of backdated payments of £ 253,648, all additional income for local Carers through previously unclaimed benefits. These results were an increase of 19% on the previous year
- The Centre continued to provide free training to Carers on a range of issues and subjects with a total of 2,121 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 1,159 Carers (this is in addition to those Carers supported at our main Centre) - this included 4,855 separate contacts with these Carers at the Hospital
- We continued to offer Carer Breaks to Carers and in 2012/13. These breaks included individual Carer Break Payments ranging from £150 to £400. Therapy Breaks delivered through holistic therapy sessions at our Adult Centre and group breaks. In total 2,955 breaks were provided
- The establishment of our new Young Carers Service with its own premises has proven a great success. Within a few months of its opening the service was delivering one to one support and also peer group activity support to over 100 young carers. By 31st March 2012 there were 121 Young Carers accessing the service on a weekly basis. The organisation has been working hard to attract longer term funding
- The staff team of the organisation once again proved their commitment to the organisation and the carers they work with. In December 2012, all the staff produced and starred in a full stage production of a pantomime for Carers over two evenings to give Carers a break giving their own time for its rehearsals and production
- The organisation re-launched its interactive web service towards the end of the year, enabling Carers to book trainings online or attendances at support groups. The web service also allows new carers to register on line and access more information and support
- We continued to work with GP practices in St Helens, encouraging them to identify and support and refer Carers to us. This work was further enhanced with the introduction of a GP Carer Support Prescription Pad which the local practices now use to "prescribe" support from us to Carers
- Understanding the financial hardship faced by many Carers, the Centre has worked with local businesses and established a Carer Discount Card which now entitles Carers to discounts at many local shops and businesses in St Helens and has proved hugely successful

FINANCIAL REVIEW

The end of year saw incoming resources exceed expenditure by £28,819 (2012 - £111,572)

The principal funding sources were

- St Helens Council Adult Social Care & Health

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

FINANCIAL REVIEW

- 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.

At the end of the year, the Charity had restricted funds of £10,052 (2012 - £18,012) as shown in notes 18 and 19 of the audited accounts.

PLANS FOR FUTURE PERIODS

- To continue to offer a hub for Carers in St Helens providing a range of support services by Tendering for a new core contract from local statutory authorities
- To attract long term funding for our new Young Carer Service so it can develop and meet the anticipated level of demand
- To develop plans to ensure we are able to meet continuing demand with increasing pressure on fundraising
- To consult with Carers to ensure the service we provide reflects the needs of local Carers

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

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2013**

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.

In so far as the trustees are aware


- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

AUDITORS

The auditors, Styles and Co Accountants Limited, 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.

ON BEHALF OF THE BOARD



Canon G F Almond - Trustee

Date 23 12 13 .

**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 2013 on pages ten to twenty one. 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 set out on page seven, 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 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.

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 and Co Accountants Limited
Statutory Auditors
Heather House
473 Warrington Road
Culcheth
Warrington
Cheshire
WA3 5QU

Date 23-12-2013

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

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2013

		Unrestricted funds	Restricted funds	31/3/13 Total funds	31/3/12 Total funds
	Notes	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	12,360	-	12,360	28,463
Other income	3	1,093	-	1,093	5,207
Investment income	4	121	-	121	56
Incoming resources from charitable activities					
Support for carers	5	<u>727,823</u>	<u>316,396</u>	<u>1,044,219</u>	<u>933,369</u>
Total incoming resources		741,397	316,396	1,057,793	967,095
RESOURCES EXPENDED					
Costs of generating funds					
Fundraising trading cost of goods sold and other costs	6	996	-	996	2,946
Charitable activities					
Support for carers	7	665,684	357,014	1,022,698	847,777
Governance costs	9	<u>5,280</u>	<u>-</u>	<u>5,280</u>	<u>4,800</u>
Total resources expended		671,960	357,014	1,028,974	855,523
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		69,437	(40,618)	28,819	111,572
Gross transfers between funds	19	<u>(32,658)</u>	<u>32,658</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		36,779	(7,960)	28,819	111,572
RECONCILIATION OF FUNDS					
Total funds brought forward		318,928	18,012	336,940	225,368
TOTAL FUNDS CARRIED FORWARD		<u>355,707</u>	<u>10,052</u>	<u>365,759</u>	<u>336,940</u>

The notes form part of these financial statements

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

BALANCE SHEET
AT 31 MARCH 2013

	Notes	31/3/13 £	31/3/12 £
FIXED ASSETS			
Tangible assets	14	4,523	3,497
CURRENT ASSETS			
Debtors	15	90,084	89,438
Cash at bank and in hand		<u>354,372</u>	<u>272,053</u>
		444,456	361,491
CREDITORS			
Amounts falling due within one year	16	(83,220)	(28,048)
NET CURRENT ASSETS		<u>361,236</u>	<u>333,443</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		365,759	336,940
NET ASSETS		<u>365,759</u>	<u>336,940</u>
FUNDS	19		
Unrestricted funds		355,707	318,928
Restricted funds		<u>10,052</u>	<u>18,012</u>
TOTAL FUNDS		<u>365,759</u>	<u>336,940</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 23/12/2013 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 2013**

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.

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

1. ACCOUNTING POLICIES - continued

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

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 £16,060 (2012 - £19,081)

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

	31 3 13	31 3 12
	£	£
Individual donations	6,383	10,149
Carers UK	5,740	5,000
Fundraising	<u>237</u>	<u>13,314</u>
	<u>12,360</u>	<u>28,463</u>

Included within individual donations is restricted income of £nil (2012 - £4,139) relating to the Young Carer's Service

3. OTHER INCOME

	31 3 13	31 3 12
	£	£
Recharges and other income	<u>1,093</u>	<u>5,207</u>

4. INVESTMENT INCOME

	31 3 13	31 3 12
	£	£
Bank interest	<u>121</u>	<u>56</u>

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

		31 03 13	31 03 13	31 03 13	31 03 12
		£	£	£	£
Activity		Unrestricted	Restricted	Total	Total
St Helens Council.					
Adult Social Care & Health	Support for carers	357,000	-	357,000	388,000
Children's Services	Support for carers	25,000	-	25,000	25,000
Hospital Services	Support for carers	115,170	-	115,170	-
Halton & St Helens NHS	Support for carers	219,500	278,397	497,897	496,529
Centre Lottery Income	Support for carers	11,153	-	11,153	14,112
Dept Children School Families	Support for carers	-	8,165	8,165	7,500
Mersey Travel grant	Support for carers	-	-	-	100
Princess Royal Trust for Carers	Support for carers	-	-	-	2,128
Mayor's Fund	Support for carers	-	2,780	2,780	-
Inner Wheel of St Helens	Support for carers	-	100	100	-
Rotary Club of St Helens	Support for carers	-	1,600	1,600	-
St Helens Parish Charity	Support for carers	-	2,000	2,000	-
Carers Trust	Support for carers	-	3,944	3,944	-
ASDA St Helens	Support for carers	-	200	200	-
Big Lottery Awards For All	Support for carers	-	9,710	9,710	-
Duchy of Lancaster	Support for carers	-	4,500	4,500	-
True Colours Trust	Support for carers	-	5,000	5,000	-
		<u>727,823</u>	<u>316,396</u>	<u>1,044,218</u>	<u>933,369</u>

6. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	31 3 13	31 3 12
	£	£
Event costs	<u>996</u>	<u>2,946</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 8)	Totals
	£	£
Support for carers	<u>1,022,698</u>	<u>1,022,698</u>

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.03.13	31.03.13	31.03.13	31 03 12
	£	£	£	£
	Unrestricted	Restricted	Total	Total
Staff costs	538,667	55,389	594,056	538,992
Recruitment	-	839	839	-
Staff travel & parking	1,979	314	2,293	2,236
Staff training	1,926	682	2,608	921
Volunteer expenses	896	-	896	679
Rent & service charge	30,000	1,623	31,623	30,000
IT service	6,192	-	6,192	5,544
Insurance	4,992	248	5,240	3,832
Telephone	5,858	466	6,324	5,042
Printing	9,745	-	9,745	9,680
Stationery	9,510	1,951	11,461	12,188
Postage	16,346	1,000	17,346	16,942
Equipment	1,793	1,535	3,328	6,040
Computer software	687	-	687	-
Refreshments	892	180	1,072	983
Books, periods & subs	1,386	-	1,386	172
Sundries	471	450	921	614
Carer training	1,535	-	1,535	1,410
Carers week and events	16,147	-	16,147	17,731
Therapy services	-	43,601	43,601	28,342
Support group funding	87	-	87	422
Hardship fund	-	-	-	1,242
Heat, light & water	6,017	1,581	7,598	6,665
Cleaning services	1,426	251	1,677	858
Centre lottery costs and prize money	6,260	-	6,260	9,290
Parent participation	-	2,381	2,381	3,164
Carer breaks	-	202,293	202,293	127,736
Young carer breaks	-	20,799	20,799	9,480
Young carer service	-	9,341	9,341	2,362
Young carer project set up costs	-	11,536	11,536	-
Depreciation	2,842	554	3,396	5,180
Bank charges	30	-	30	30
	<u>665,684</u>	<u>357,014</u>	<u>1,022,698</u>	<u>847,777</u>

9. GOVERNANCE COSTS

	31 3 13	31 3 12
	£	£
Auditors' remuneration	<u>5,280</u>	<u>4,800</u>

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

10. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/ (crediting).

	31 3 13	31 3 12
	£	£
Auditors' remuneration	5,280	4,800
Depreciation - owned assets	<u>3,396</u>	<u>5,179</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2013 nor for the year ended 31 March 2012

Trustees' expenses

The trustees were reimbursed expenses of £791 for the year ended 31 March 2013 and £674 for the year ended 31 March 2012

12. STAFF COSTS

	31 3 13	31 3 12
	£	£
Wages and salaries	528,206	475,117
Social security costs	49,790	44,794
Other pension costs	<u>16,060</u>	<u>19,081</u>
	<u>594,056</u>	<u>538,992</u>

The average number of employees during the year was as follows

	31.3.12	31 3 12
Management	2	2
Office and administration staff	2	2
Support workers	<u>21</u>	<u>18</u>
	<u>25</u>	<u>22</u>

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

<u>25</u>	<u>22</u>
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No employees received emoluments in excess of £60,000 (2012 - None)

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

13. SUPPORT COSTS

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

	31.03.13	31.03.12
	£	£
Staff costs	62,967	70,157
Staff travel & parking	298	291
Staff training	339	120
Rent & service charge	4,116	3,905
IT service	806	722
Insurance	682	499
Telephone	823	656
Auditors' remuneration	5,280	4,800
Bank charges	4	4
Printing	1,268	1,260
Stationery	1,492	1,586
Postage	2,258	2,205
Equipment	433	786
Computer software	89	-
Depreciation	442	674
Refreshments	140	128
Books, periods & subs	180	22
Sundries	120	80
Heat, light & water	989	868
Cleaning services	218	112
	<u>82,946</u>	<u>88,875</u>

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

14. TANGIBLE FIXED ASSETS

	Office Equipment £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2012	10,461	41,989	35,758	88,208
Additions	<u>-</u>	<u>-</u>	<u>4,422</u>	<u>4,422</u>
At 31 March 2013	<u>10,461</u>	<u>41,989</u>	<u>40,180</u>	<u>92,630</u>
 DEPRECIATION				
At 1 April 2012	8,384	41,713	34,614	84,711
Charge for year	<u>1,074</u>	<u>276</u>	<u>2,046</u>	<u>3,396</u>
At 31 March 2013	<u>9,458</u>	<u>41,989</u>	<u>36,660</u>	<u>88,107</u>
 NET BOOK VALUE				
At 31 March 2013	<u>1,003</u>	<u>-</u>	<u>3,520</u>	<u>4,523</u>
At 31 March 2012	<u>2,077</u>	<u>276</u>	<u>1,144</u>	<u>3,497</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 3 13 £	31 3 12 £
Prepayments and accrued income	<u>90,084</u>	<u>89,438</u>

Included within prepayments and accrued income is accrued income totalling £83,084 (2012 - £82,438)

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31 3 13 £	31 3 12 £
Trade creditors	74,738	19,405
Accrued expenses	<u>8,482</u>	<u>8,643</u>
	<u>83,220</u>	<u>28,048</u>

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

17. OPERATING LEASE COMMITMENTS

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

	31 3 13 £	31 3 12 £
Expiring		
Within one year	1,032	-
Between one and five years	30,000	1,032
In more than five years	-	30,000
	<u>31,032</u>	<u>31,032</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	31 3 13 Total funds £	31 3 12 Total funds £
Fixed assets	2,862	1,661	4,523	3,497
Current assets	434,404	10,052	444,456	361,491
Current liabilities	<u>(81,559)</u>	<u>(1,661)</u>	<u>(83,220)</u>	<u>(28,048)</u>
	<u>355,707</u>	<u>10,052</u>	<u>365,759</u>	<u>336,940</u>

19. MOVEMENT IN FUNDS

	At 1.4.12 £	Net movement in funds £	Transfers between funds £	At 31.3.13 £
Unrestricted funds				
General fund	318,928	69,437	(32,658)	355,707
Restricted funds				
Carer breaks	11,312	(8,295)	-	3,017
Parent participation	4,922	2,113	-	7,035
Young Carers Service	<u>1,778</u>	<u>(34,436)</u>	<u>32,658</u>	<u>-</u>
	18,012	(40,618)	32,658	10,052
	<u>336,940</u>	<u>28,819</u>	<u>-</u>	<u>365,759</u>
TOTAL FUNDS	<u>336,940</u>	<u>28,819</u>	<u>-</u>	<u>365,759</u>

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

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013**

19. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	741,397	(671,960)	69,437
Restricted funds			
Carer breaks	258,398	(266,693)	(8,295)
Young Carers Service	49,833	(84,269)	(34,436)
Parent participation	8,165	(6,052)	2,113
	316,396	(357,014)	(40,618)
TOTAL FUNDS	<u>1,057,793</u>	<u>(1,028,974)</u>	<u>28,819</u>

The Carer Breaks Fund allows for Carers to take a personalised Break through a direct payment. The break is usually in the range of £150 to £400 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.

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 12 £	New Designations £	Utilised / Released £	Balance at 31 03 13 £
Young Carer's Service	129,508	-	(32,658)	96,850

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 the remaining funds in the following year.

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

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2013

21. ANALYSIS OF RESERVES

	31 03 13	31 03 12
	£	£
Total Reserves	365,759	336,940
Less Restricted funds	(10,052)	(18,012)
Less Unrestricted fixed assets	(4,523)	(3,497)
Less Designated funds	<u>(96,850)</u>	<u>(129,508)</u>
Freely available reserves	<u>254,334</u>	<u>185,923</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