

COMPANY REGISTRATION NUMBER 05991685

**THROUGH CARE HOUSING &  
SUPPORT LTD**  
**COMPANY LIMITED BY GUARANTEE**  
**Financial Statements**  
**30 November 2012**

Charity Number 1117761



**GARRATTS WOLVERHAMPTON LIMITED**

Chartered Accountants  
29 Waterloo Road  
Wolverhampton  
WV1 4DJ

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# **THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE**

## **Financial Statements**

**Year ended 30 November 2012**

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# **THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE**

## **Trustees Annual Report**

**Year ended 30 November 2012**

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 30 November 2012

### **Reference and administrative details**

**Registered charity name** Throughcare Housing & Support Ltd

**Charity registration number** 1117761

**Company registration number** 05991685

**Registered office** 164B Oxhill Road  
Handsworth Wood  
Birmingham  
B21 8EP

### **The trustees**

The trustees who served the company during the period were as follows

Mrs K Kaur (Director)  
Baron J Bhatti  
Mr R Bhardwaj  
Miss S Rashid  
Mrs R Behal

**Secretary** Miss Louise Wallace

### **Structure, governance and management**

The company is registered as a private company limited by guarantee and not having a share capital

The subscribers to the memorandum are the first members of the Charity but membership is open to other individuals or organisations who apply to the Charity and are approved by the directors

Under charity law those persons having the general control and management of the administration of the Charity are deemed to be charity trustees

### **Objectives and activities**

The company operates as a charity to provide housing and support to disadvantaged members of the community

# **THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE**

## **Trustees Annual Report** *(continued)*

### **Year ended 30 November 2012**

#### **Achievements and performance**

Over the last year, the company has expanded greatly from 6 hostels to 11 hostels, 5 female and 6 male hostels. The company has also facilitated the "move on programmes" for about 20 of their clients who have moved on from the hostels to independent living. The company has also recruited more staff in the last year.

#### **Financial review**

Throughcare continues to source for funds for its charitable activities from various funding bodies.

#### **Plans for future periods**

Throughcare plans to move office and open a resource centre to train more clients and staff and also commence our apprenticeship programme in the next financial year. Throughcare also plans to expand the current 24-hour hostels to at least 3 by the end of the year.

#### **Responsibilities of the trustees**

The trustees (who are also the directors of Throughcare Housing & Support Ltd for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,

- observe the methods and principles in the Charities SORP,

- make judgements and accounting estimates that are reasonable and prudent,

- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

# **THROUGH CARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE**

**Trustees Annual Report** *(continued)*

**Year ended 30 November 2012**

## **Small company provisions**

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

Registered office  
164B Oxhill Road  
Handsworth Wood  
Birmingham  
B21 8EP

Signed by order of the trustees



MISS LOUISE WALLACE  
Company Secretary

7 May 2013

# **THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE**

## **Independent Examiner's Report to the Trustee of Throughcare Housing & Support Ltd**

**Year ended 30 November 2012**

I report on the accounts of the charity for the year ended 30 November 2012 set out on pages 6 to 10.

### **Respective responsibilities of trustees and independent examiner**

The charity's trustees (who are also the directors of Throughcare Housing & Support Ltd for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the (the 1993 Act), as amended by section 28 of the Charities Act 2006) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- examine the accounts (under section 43(3)(a) of the 1993 Act as amended),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act as amended), and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a 'true and fair view'.

### **Independent examiner's statement**

In connection with my examination nothing has come to my attention

(1) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that

- proper accounting records are kept (in accordance with section 386 of the Companies Act 2006), and
- accounts are prepared which agree with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**THROUGHCHARE HOUSING & SUPPORT LTD  
COMPANY LIMITED BY GUARANTEE**

**Independent Examiner's Report to the Trustee of Throughcare Housing &  
Support Ltd** *(continued)*

**Year ended 30 November 2012**

J T HITCHEN FCA



Independent examiner  
Garratts Wolverhampton Limited  
Chartered Accountants  
29 Waterloo Road  
Wolverhampton  
WV1 4DJ

7 May 2013

# THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Statement of Financial Activities (Incorporating the Income and Expenditure Account)

Year ended 30 November 2012

	Note	Total Funds 2012 £	Total Funds 2011 £
<b>Incoming Resources</b>			
Voluntary income	2	—	1,000
Incoming resources from charitable activities	3	634,442	437,226
<b>Total Incoming Resources</b>		<u>634,442</u>	<u>438,226</u>
<b>Resources Expended</b>			
Charitable activities	4/5	(628,163)	(393,896)
Governance costs	6	(1,440)	(1,415)
<b>Total Resources Expended</b>		<u>(629,603)</u>	<u>(395,311)</u>
<b>Net Incoming Resources for the Year/Net Income for the Year</b>	7	4,839	42,915
<b>Reconciliation of Funds</b>			
Total funds brought forward		36,188	(6,726)
<b>Total Funds Carried Forward</b>		<u>41,027</u>	<u>36,189</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 8 to 10 form part of these financial statements



# THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Balance Sheet

30 November 2012

	Note	2012 £	2011 £
<b>Fixed Assets</b>			
Tangible assets	9	2,068	2,585
<b>Current Assets</b>			
Cash at bank		89,618	45,086
<b>Creditors: Amounts falling due within one year</b>	10	<u>(50,658)</u>	<u>(11,483)</u>
<b>Net Current Assets</b>		38,960	33,603
<b>Total Assets Less Current Liabilities</b>		<u>41,028</u>	<u>36,188</u>
<b>Net Assets</b>		<u>41,028</u>	<u>36,188</u>
<b>Funds</b>			
Unrestricted income funds	11	<u>41,028</u>	<u>36,188</u>
<b>Total Funds</b>		<u>41,028</u>	<u>36,188</u>

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act

The trustees acknowledge their responsibilities for

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) 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 year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company

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

These financial statements were approved by the trustee on the 7 May 2013 and are signed on their behalf by



MRS K KAUR (DIRECTOR)

Company Registration Number 05991685

The notes on pages 8 to 10 form part of these financial statements

# THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Notes to the Financial Statements

Year ended 30 November 2012

### 1 Accounting policies

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

#### Fixed assets

All fixed assets are initially recorded at cost

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows

Equipment - 20% straight line

### 2. Voluntary income

	<b>Total Funds 2012 £</b>	<b>Total Funds 2011 £</b>
Small Life Neighbourhood Grant	<u>—</u>	<u>1,000</u>

### 3. Incoming resources from charitable activities

	<b>Unrestricted Funds £</b>	<b>Total Funds 2012 £</b>	<b>Total Funds 2011 £</b>
Local authority contract payments	616,288	616,288	407,769
Sandwell Council Contracts	15,277	15,277	27,442
Other Contracts	2,877	2,877	2,015
	<u>634,442</u>	<u>634,442</u>	<u>437,226</u>

### 4. Costs of charitable activities by fund type

	<b>Unrestricted Funds £</b>	<b>Total Funds 2012 £</b>	<b>Total Funds 2011 £</b>
Provision of housing	398,662	398,662	280,005
Support costs	229,501	229,501	113,891
	<u>628,163</u>	<u>628,163</u>	<u>393,896</u>

# THROUGH CARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Notes to the Financial Statements

Year ended 30 November 2012

### 5. Costs of charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total Funds 2012 £	Total Funds 2011 £
Provision of housing	<u>398,662</u>	<u>229,501</u>	<u>628,163</u>	<u>393,896</u>

### 6. Governance costs

	Unrestricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Accountancy fees	<u>1,440</u>	<u>1,440</u>	<u>1,415</u>

### 7. Net incoming resources for the year

This is stated after charging

	2012 £	2011 £
Depreciation	<u>517</u>	<u>548</u>

### 8. Staff costs and emoluments

Total staff costs were as follows:

	2012 £	2011 £
Wages and salaries	164,495	70,295
Social security costs	<u>8,855</u>	<u>4,045</u>
	<u>173,350</u>	<u>74,340</u>

#### Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows

	2012 No	2011 No
Number of administrative staff	<u>9</u>	<u>4</u>

No employee received remuneration of more than £60,000 during the year (2011 - Nil)

# THROUGH CARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Notes to the Financial Statements

Year ended 30 November 2012

### 9. Tangible fixed assets

	Equipment £
<b>Cost</b>	
At 1 December 2011 and 30 November 2012	<u>3,595</u>
<b>Depreciation</b>	
At 1 December 2011	1,010
Charge for the year	<u>517</u>
At 30 November 2012	<u>1,527</u>
<b>Net Book Value</b>	
At 30 November 2012	<u>2,068</u>
At 30 November 2011	<u>2,585</u>

### 10. Creditors: Amounts falling due within one year

	2012 £	2011 £
PAYE and social security	5,670	9,896
Accruals	<u>44,988</u>	<u>1,587</u>
	<u>50,658</u>	<u>11,483</u>

### 11. Unrestricted income funds

	Balance at 1 December 20 11 £	Incoming resources £	Outgoing resources £	Balance at 30 November 2 012 £
General Funds	<u>36,188</u>	<u>634,442</u>	<u>(629,602)</u>	<u>41,028</u>

### 12. Analysis of net assets between funds

	Tangible fixed assets £	Net current assets £	Total £
Unrestricted Income Funds	<u>2,068</u>	<u>82,362</u>	<u>84,430</u>
Total Funds	<u>2,068</u>	<u>82,362</u>	<u>84,430</u>

### 13. Company limited by guarantee

The company is registered as a private company limited by guarantee and not having a share capital

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**THROUGH CARE HOUSING & SUPPORT LTD  
COMPANY LIMITED BY GUARANTEE**

**Management Information**

**Year ended 30 November 2012**

**The following page does not form part of the statutory financial statements  
which are the subject of the independent examiner's report on pages 4 to 5**

# THROUGH CARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Detailed Statement of Financial Activities

Year ended 30 November 2012

	2012 £	2011 £
<b>Incoming Resources</b>		
<b>Voluntary Income</b>		
Small Life Neighbourhood Grant	—	1,000
<b>Incoming Resources from Charitable Activities</b>		
Local authority contract payments	616,288	407,769
Sandwell Council Contracts	15,277	27,442
Other Contracts	2,877	2,015
	<u>634,442</u>	<u>437,226</u>
<b>Total Incoming Resources</b>	<u>634,442</u>	<u>438,226</u>
<b>Resources Expended</b>		
<b>Charitable Activities</b>		
Staff costs - Wages & Salaries	164,495	70,295
Staff costs - Employer's NIC	8,855	4,045
Establishment - Rates & Water	27,000	16,949
Establishment - Light & heat	34,680	9,255
Professional - Legal fees	10,136	8,366
Depreciation	517	548
Property rentals paid	299,230	226,650
Property repairs and maintenance	37,752	27,151
Marketing materials	40	714
Web design fees	3,415	525
Office rent, rates, heat and light	5,743	7,366
Insurance	5,222	3,746
Motor expenses and travel	4,688	3,612
Telephone	9,751	2,291
Stationery and postage	7,567	5,245
Sundry expenses	7,721	6,611
Bank charges	1,351	527
	<u>628,163</u>	<u>393,896</u>
<b>Governance Costs</b>		
Accountancy fees	1,440	1,415
<b>Total Resources Expended</b>	<u>629,603</u>	<u>395,311</u>
<b>Net Incoming Resources for the Year</b>	<u>4,839</u>	<u>42,915</u>

# THROUGHCHARE HOUSING & SUPPORT LTD COMPANY LIMITED BY GUARANTEE

## Detailed Statement of Financial Activities

Year ended 30 November 2012

	2012 £	2011 £
<b>Charitable Activities</b>		
<b>Provision of housing</b>		
<i>Activities undertaken directly</i>		
Establishment - Rates & Water	27,000	16,949
Establishment - Light & heat	34,680	9,255
Property rentals paid	299,230	226,650
Property repairs and maintenance	37,752	27,151
	<u>398,662</u>	<u>280,005</u>
 <i>Support costs</i>		
Staff costs - Wages & Salaries	164,495	70,295
Staff costs - Employer's NIC	8,855	4,045
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