

**CAMDEN ALCOHOLICS SUPPORT
ASSOCIATION LIMITED**

(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

31 MARCH 1996

Company Number: 1351584

Registered Charity Number: 275334



CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

LEGAL AND ADMINISTRATIVE DETAILS

AS AT 31 MARCH 1996

Status: Company limited by guarantee without share capital incorporated on 6 February 1978. Registered as a charity.

Company Number: 1351584

Charity Number: 275334

**Registered Office and
Operational Address:** 55 Fortess Road
London NW5 1AD

Honorary Officers:

B Watts	(Chair)
K Stone	(Treasurer)
P Dowse	(Secretary)

Bankers: Midland Bank Plc
Camden Town Branch
176 Camden High Street
London NW1

Solicitors: Evans Butler Wade
165 Greenwich Road
London SE10 8JA

Auditors: Sayer Vincent
Chartered Accountants
23 Angel Gate
City Road
London EC1V 2PT

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

EXECUTIVE COMMITTEE'S REPORT

FOR THE YEAR ENDED 31 MARCH 1996

The Executive Committee presents its report and the audited financial statements for the year ended 31 March 1996.

Activities and Review

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

EXECUTIVE COMMITTEE'S REPORT

FOR THE YEAR ENDED 31 MARCH 1996

Executive Committee's Responsibilities

Company law requires the executive committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the executive committee is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 assume that the company will continue on that basis.

The executive committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable it to ensure that the financial statements comply with the Companies Act 1985. It is also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Executive Committee

The following served as company directors and charity trustees during the year and up to the date of this report:

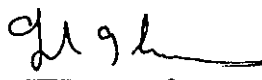
B Watts
K Stone
D Hayter
P Dowse
J Dervan
B Peskin

All executive committee members are members of the company and guarantee to contribute to the assets of the company in the event of it being wound up such amounts as may be required not exceeding £1. The number of guarantees held at 31 March 1996 was 6 (1995 - 6). Executive committee members have no beneficial interest in the company and are not remunerated.

Auditors

Sayer Vincent have expressed their willingness to continue as the company's auditors.

Approved by the Executive Committee
on 30 July 1996 and signed on its behalf


by ~~P Dowse~~ Secretary
J. Dervan

AUDITORS' REPORT

TO THE MEMBERS OF

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

We have audited the financial statements on pages 5 to 14 which have been prepared on the basis of the accounting policies set out on page 7.

Respective Responsibilities of Executive Committee and Auditors

As described on page 3, the company's executive committee is responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and report our opinion to you.

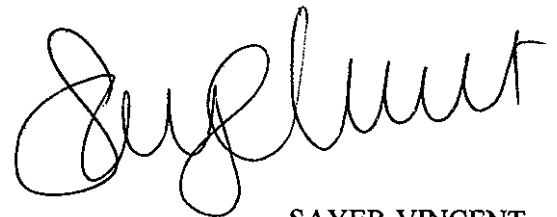
Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the executive committee in the preparation of financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 1996 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



SAYER VINCENT
Chartered Accountants
Registered Auditors

23 Angel Gate
City Road
London EC1V 2PT

29 August 1996

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 1996

		<u>Restricted</u>	<u>Unrestricted</u>	<u>1996</u>	<u>1995</u> <u>As Restated</u>
	<u>Notes</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<i>Income and Expenditure</i>					
Incoming Resources					
Grants	2	23,522	142,986	166,508	145,387
Donations and Other Income	3	-	9,465	9,465	13,855
Hostel Charges Receivable		-	40,418	40,418	30,728
Investment Income		-	2,115	2,115	1,546
Total Incoming Resources		<u>23,522</u>	<u>194,984</u>	<u>218,506</u>	<u>191,516</u>
Resources Expended					
<i>Direct Charitable Expenditure</i>					
Hostel Running Costs		10,309	58,317	68,626	80,363
Day Service Costs		8,052	111,759	119,811	97,619
Mental Health Costs		<u>18,000</u>	<u>84</u>	<u>18,084</u>	-
		36,361	170,160	206,521	177,982
<i>Other Expenditure</i>					
Fundraising and Publicity		-	-	-	2,273
Management and Administration		-	<u>7,498</u>	<u>7,498</u>	<u>7,013</u>
Total Resources Expended	4	<u>36,361</u>	<u>177,658</u>	<u>214,019</u>	<u>187,268</u>
Net Income/(Expenditure) for the Year	5	<u>(12,839)</u>	<u>17,326</u>	<u>4,487</u>	<u>4,248</u>
Funds at 1 April 1995					
- As Previously Stated		-	186,865	186,865	180,117
- Prior Period Adjustment	6	<u>304,805</u>	<u>(153,092)</u>	<u>151,713</u>	<u>154,213</u>
- As Restated		<u>304,805</u>	<u>33,773</u>	<u>338,578</u>	<u>334,330</u>
Funds at 31 March 1996		<u>291,966</u>	<u>51,099</u>	<u>343,065</u>	<u>338,578</u>

All of the charity's operations are classed as continuing. All recognised gains and losses are shown above. The movement on funds is shown above and in Notes 14 and 15.

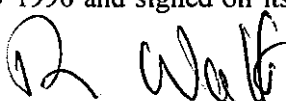
CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED (by guarantee)


BALANCE SHEET

AS AT 31 MARCH 1996

		<u>1996</u>	<u>1995</u> <u>As Restated</u>
	<u>Notes</u>	<u>£</u>	<u>£</u>
Tangible Fixed Assets	9	290,309	<u>294,891</u>
Current Assets			
Debtors	10	33,284	8,356
Cash at Bank and in Hand		<u>65,412</u>	<u>63,112</u>
		98,696	71,468
Creditors: Amounts Falling Due Within One Year	11	<u>33,377</u>	<u>11,043</u>
Net Current Assets		<u>65,319</u>	<u>60,425</u>
Total Assets Less Current Liabilities		355,628	355,316
Creditors: Amounts Falling Due After One Year	12	(5,000)	(12,000)
Provisions	13	(<u>7,563</u>)	(<u>4,738</u>)
Net Assets		<u>343,065</u>	<u>338,578</u>
Funds			
Restricted Funds	14	291,966	304,805
Unrestricted Funds:			
Designated Funds	15	46,100	20,000
General Funds	15	<u>4,999</u>	<u>13,773</u>
		<u>343,065</u>	<u>338,578</u>

These financial statements were approved by the Executive Committee on 30 July 1996 and signed on its behalf by


..... B Watts


..... P Dowse C.T. DERVAN

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

1. Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow the recommendations in *Statement of Recommended Practice: Accounting by Charities* (SORP) issued in October 1995.
- b) Voluntary income received by way of donations is included in full in the Statement of Financial Activities when received.
- c) Grants including grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the year in which they are received.
- d) Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets those criteria is identified to the fund, together with a fair allocation of management and support costs.
- e) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds.
- f) Designated funds are unrestricted funds earmarked by the Executive Committee for particular purposes.
- g) Staff costs and overhead expenses are allocated to activities on the basis of staff time spent on those activities.
- h) Management and administration costs of the charity relate to the costs of running the charity such as the costs of meetings, audit and statutory compliance.
- i) Depreciation is provided on all tangible assets excluding freehold land at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:

Freehold Buildings	- 50 years
Hostel Furniture	- 3 years
Office Furniture and Equipment	- 5 years
- j) All leases of equipment are considered to be operating leases, and rental costs are recognised when incurred. No assets are held under hire purchase agreements.
- k) Provision has been made for the costs of hostel furniture replacement and the internal decoration of hostel rooms. In both cases the amounts provided for are the excess of allowances available over the actual expenditure in the year.

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

	<u>1996</u>	<u>1995</u> <u>As Restated</u>
	<u>£</u>	<u>£</u>
2. Grants		
Kensington and Chelsea and Westminster Health Authority	33,475	-
London Borough of Camden	35,171	34,313
London Borough of Islington	31,258	21,706
Camden and Islington Health Authority	33,854	19,200
Camden and Islington Joint Consultative Committee	5,522	21,392
Care Grant - Department of Health	-	8,098
- London Borough of Camden	-	3,470
Transitional Special Needs Management Allowance	24,680	26,380
Special Needs Management Allowance	2,548	2,528
Grants for the Purchase of Fixed Assets:		
Barclays Bank	-	2,500
Goldsmith's Hall	-	1,000
The Freemasons' Grand Charity	-	500
Pancras Welfare Trust	-	100
Hampstead Wells and Campden Trust	-	2,000
Mercers Company	-	2,000
Richard Cloudesley's Foundation	-	200
	<u>166,508</u>	<u>145,387</u>

All unrestricted grants were given as a subsidy towards the salaries and running costs of the charity and have been used for this purpose in the financial year.

3. Donations and Other Income	<u>£</u>	<u>£</u>
Crisis	-	10,558
National Council of Voluntary Organisations	-	1,250
Other Donations	70	-
Placement Fees	510	646
Other Income	<u>8,885</u>	<u>1,401</u>
	<u>9,465</u>	<u>13,855</u>

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

4. Total Resources Expended

	Hostel Running Costs	Alcohol Counselling Service	Mental Health Service	Management and Administration	1996 Total	1995 Total As Restated
	£	£	£	£	£	£
Salaries (Note 7)	51,188	88,903	12,541	2,732	155,364	145,278
Other Staff Costs	1,709	10,665	2,983	-	15,357	4,713
Premises Costs	4,021	5,581	675	-	10,277	7,104
Communications Costs	1,079	3,462	395	-	4,936	4,379
Legal and Professional	-	-	-	4,269	4,269	3,885
Housing Association Charges	4,076	-	-	-	4,076	4,013
Furniture Replacement	2,485	412	160	-	3,057	2,156
Internal Decorations	1,022	-	-	-	1,022	-
Other Supplies	672	47	12	-	731	1,220
Depreciation	837	6,051	690	-	7,578	8,500
Equipment	1,016	3,272	373	-	4,661	603
Other Costs	521	1,418	255	497	2,691	5,417
	<u>68,626</u>	<u>119,811</u>	<u>18,084</u>	<u>7,498</u>	<u>214,019</u>	<u>187,268</u>

CAMDEN ALCOHOLICS SUPPORT ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

	<u>1996</u>	<u>1995</u>
5. Net Income for the Year		
This is stated after charging/(crediting):	£	£
Executive Committee Emoluments	Nil	Nil
Auditor's Remuneration	2,969	2,922
Depreciation	7,578	8,500
Operating Lease Costs	-	516
Interest Receivable	(2,115)	(1,546)

6. **Prior Period Adjustment**

In preparing these accounts the Executive Committee has

- (a) treated grants and donations, including grants for the purchase of fixed assets, in accordance with the *Statement of Recommended Practice: Accounting by Charities* (SORP)
- (b) consolidated as restricted funds the fund balances representing the net book value of freehold land and buildings which will be expended by depreciation in future accounting periods. In previous years the balance was split between restricted and unrestricted funds.

These are changes of accounting policy with material effect. A prior period adjustment has therefore been made to restate the balances brought forward at 1 April 1994 and the results for the year ended 31 March 1995 in accordance with the new policies.

The effects of the change of accounting policy are as follows:

Net Assets and Funds at 1 April 1994:

Increase in restricted fund balances	150,506	
Decrease in unrestricted fund balances	(150,506)	
Grants received for the purchase of fixed assets, previously treated as deferred capital income	142,869	
Donations received, previously brought forward as creditors	<u>11,344</u>	
		154,213

Net Movement in Funds for The Year Ended 31 March 1995:

Grants Received in Year	8,300	
Donations Received in Year	(5,125)	
Release from Deferred Capital Grants	(5,675)	
		(2,500)

Amount of Prior Period Adjustment 151,713

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

7. Staff Costs and Numbers	<u>1996</u>	<u>1995</u>
The average number of employees during the year was 6 ½ (1995 - 6½)		
Staff were employed in the following activities		
Hostel	2	2½
Day Centre	3	2½
Development	½	1
Administration	<u>1</u>	<u>½</u>
	<u>6½</u>	<u>6½</u>
	<u>£</u>	<u>£</u>
Salaries and Total Emoluments	140,758	132,066
Social Security Costs	<u>14,606</u>	<u>13,212</u>
	<u>155,364</u>	<u>145,278</u>

8. Taxation

All income is applied for charitable purposes and therefore the charity is exempt from corporation tax.

9. Tangible Fixed Assets

	<u>Freehold Property</u>	<u>Hostel Furniture</u>	<u>Office Furniture and Equipment</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
COST				
At 1 April 1995	303,429	4,747	11,117	319,293
Additions in Year	-	587	2,549	3,136
Disposals in Year	<u>-</u>	<u>-</u>	<u>(699)</u>	<u>(699)</u>
At 31 March 1996	<u>303,429</u>	<u>5,334</u>	<u>12,967</u>	<u>321,730</u>
DEPRECIATION				
At 1 April 1995	14,006	4,504	5,892	24,402
Charge for Year	4,668	317	2,593	7,578
Released on Disposal	<u>-</u>	<u>-</u>	<u>(559)</u>	<u>(559)</u>
At 31 March 1996	<u>18,674</u>	<u>4,821</u>	<u>7,926</u>	<u>31,421</u>
NET BOOK VALUE				
At 31 March 1996	<u>284,755</u>	<u>513</u>	<u>5,041</u>	<u>290,309</u>
At 31 March 1995	<u>289,423</u>	<u>243</u>	<u>5,225</u>	<u>294,891</u>

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

	<u>1996</u>	<u>1995</u> <u>As Restated</u>
10. Debtors	<u>£</u>	<u>£</u>
Grants Receivable	25,338	4,255
Residents' Arrears	2,816	1,528
Sundry Debtors	4,183	2,319
Prepaid Expenses	<u>947</u>	<u>254</u>
	<u><u>33,284</u></u>	<u><u>8,356</u></u>
11. Creditors: Amounts Falling Due Within One Year	<u>£</u>	<u>£</u>
Taxation and Social Security	10,065	4,213
Rents Received in Advance	-	1,646
Fees Received in Advance	-	510
Other Creditors	6,113	2,029
Accrued Expenses	5,199	2,645
Loan: Housing Associations Charitable Trust	<u>12,000</u>	<u>-</u>
	<u><u>33,377</u></u>	<u><u>11,043</u></u>
12. Creditors: Amounts Falling Due After One Year	<u>£</u>	<u>£</u>
Repayable to Circle 33	5,000	-
Loan: Housing Associations Charitable Trust	<u>-</u>	<u>12,000</u>
	<u><u>5,000</u></u>	<u><u>12,000</u></u>
All loans are interest free.		
13. Provisions	<u>£</u>	<u>£</u>
i) Furniture Replacement (Hostel)		
Balance 1 April 1995	2,914	2,006
Transfer from Statement of Financial Activities	<u>1,803</u>	<u>908</u>
Balance 31 March 1996	<u>4,717</u>	<u>2,914</u>
ii) Internal Decorations (Hostel)		
Balance 1 April 1995	1,824	830
Transfer from Statement of Financial Activities	<u>1,022</u>	<u>994</u>
Balance 31 March 1996	<u>2,846</u>	<u>1,824</u>
Total Provisions	<u><u>7,563</u></u>	<u><u>4,738</u></u>

CAMDEN ALCOHOLIC SUPPORT ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

14. Restricted Funds	At 1 April 1995 As Restated	Incoming Resources	Resources Expended	At 31 March 1996	
	£	£	£	£	
(a) Day Centre Development and Furnishing	289,423	-	(4,668)	284,755	
(b) Hostel Furniture	246	-	(124)	122	
(c) Office Furniture and Equipment	6,533	-	(1,828)	4,705	
(d) Appeal Fund	2,384	-	-	2,384	
(e) Hostel Worker's Salary	6,219	-	(6,219)	-	
(f) Development Worker's Salary	-	5,522	(5,522)	-	
(g) Pilot Project	-	18,000	(18,000)	-	
	<u>304,805</u>	<u>23,522</u>	<u>(36,361)</u>	<u>291,966</u>	
15. Unrestricted Funds	At 1 April 1995	Incoming Resources	Resources Expended	Transfer in Year	At 31 March 1996
	£	£	£	£	£
Designated Funds:					
Contractual Obligations	-	-	-	25,600	25,600
Building Maintenance	<u>20,000</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>20,500</u>
	<u>20,000</u>	<u>-</u>	<u>-</u>	<u>26,100</u>	<u>46,100</u>
General Funds:					
- As Previously Stated	166,865				
- Prior Period Adjustment	(153,092)				
- As Restated	<u>13,773</u>	<u>194,984</u>	<u>(177,658)</u>	<u>(26,100)</u>	<u>4,999</u>
Total Unrestricted Funds	<u>33,773</u>	<u>194,984</u>	<u>(177,658)</u>	<u>-</u>	<u>51,099</u>

The Building Contingency Fund represents monies set aside for maintenance at 55 Fortress Road.

CAMDEN ALCOHOLIC SUPPORT ASSOCIATION LIMITED

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 1996

16. Analysis of Net Assets Between Funds

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Fixed Assets	289,582	727	290,309
Current Assets	2,384	96,312	98,696
Creditors: Amounts Falling			
Due in less than One Year	-	(33,377)	(33,377)
Creditors: Amounts Falling			
Due after One Year	-	(5,000)	(5,000)
Provisions	<u>-</u>	<u>(7,563)</u>	<u>(7,563)</u>
	<u>291,966</u>	<u>51,099</u>	<u>343,065</u>

17. Lease Commitments

As at 31 March 1996, the charity had annual commitments under operating leases for office equipment as follows:

	<u>1996</u>	<u>1995</u>
	<u>£</u>	<u>£</u>
Leases expiring		
Within One Year	-	516
Within Two to Five Years	<u>832</u>	<u>-</u>
	<u>832</u>	<u>516</u>