# Airedale Homes Project (A company limited by guarantee)

## UNAUDITED FINANCIAL STATEMENTS

for the year ended 31 March 2010

19/11/2010 **COMPANIES HOUSE** 

# Airedale Homes Project DIRECTORS AND PRINCIPAL ADVISORS

### **DIRECTORS**

J Brosnan P M Whitaker P C Van Der Gucht

Secretary B Walton

## REGISTERED OFFICE

1 Banks House Chambers Dacre Banks Harrogate North Yorkshire HG3 4EL

## **SOLICITORS**

Gordons LLP 14 Piccadilly Bradford West Yorkshire BD1 3LX

## **BANKERS**

Yorkshire Bank plc North Street Keighley West Yorkshire BD21 3SD

## **ACCOUNTANTS**

Ian Milner
2 Langthorne Court
Morley
Leeds
West Yorkshire
LS27 9DR

## DIRECTORS' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

The Directors present their report and the financial statements of Airedale Homes Project for the year ended 31 March 2010

### PRINCIPAL ACTIVITIES

The charitable company ("the company") is a self supporting association which operates within the administrative area served by Airedale Health Authority to help those who are suffering, in particular those recovering from mental illness, through the provision of supported accommodation. The company is governed by the management committee in accordance with its memorandum and articles of association and a statement of intent. The management committee has overall responsibility for the operation of the company.

Trustees are appointed by majority vote of the management committee considering eligibility and personal competence. Trustees are encouraged to seek appropriate training if necessary and new trustees are inducted into the workings of the charity by meeting with other trustees.

### **OBJECTIVES**

When planning our objectives for the year, the trustees have considered the Charity Commissioner's guidance on public benefit. The object of the association is the assistance of its clients who, because of their mental condition, are unable to support themselves and who are in serious necessitous circumstances. Clients are referred by stakeholders including the local health authority and social services.

### ACHIEVEMENTS AND PERFORMANCE

The aim of the company is to create more meaningful lives for individuals suffering from mental illness, so that in a protected environment within the community they can together grow to the fullest level of independence in terms of work relationships and self-care

Overall there has been steady progress on hostel maintenance. Airedale Homes Project has continued to provide a valuable service to the mental health community and to its clients. There is capacity to assist 26 clients and, on the whole, the charity operates at approaching this level

The surplus of income over expenditure for the year amounted to £34,714. This will be added to reserves and used to fund future planned development projects

## RESERVES POLICY

The management committee have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity, should be accumulated for the purposes of reinvestment in further property in order to provide more places for the accommodation of clients or for acquiring the existing properties that we are leasing so that more productive time can be spent on care rather than bureaucracy

Funds available for re-investment at 31 March 2010 stand at £324,230, of which £162,000 has already been committed in respect of a property purchase which completed after the year end

## INVESTMENT POLICY

The management committee has considered the most appropriate policy for investing funds and COIF Charity Deposit Fund meets the needs of the company most appropriately. The management committee consider the return on investments to be satisfactory

## DIRECTORS' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

### PLANS FOR THE FUTURE

The company plans to continue its activities, as outlined above, with an emphasis on improving support to clients. The hostel decoration and refurbishment programme will continue, with the aim of increasing the standard of hostels. The management committee plan to acquire additional properties in order to provide more places for the accommodation of clients or acquire existing properties that are currently being leased. A significant proportion of this planned expenditure will be financed by mortgage loans.

### RISK REVIEW

The management committee has conducted its own review of the major risks to which the company is exposed and systems have been established to mitigate those risks

The protection of vulnerable adults is a priority and suitable procedures and controls have been put in place to meet all the relevant requirements

The committee considers that, given that the principal source of income is state funding and grants from housing associations, financial reserves are more than adequate to meet any exigencies, despite the possibility of the loss of continued funding support for some of the homes after March 2011 as a result of current government spending reviews

Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the company

### **DIRECTORS**

Members of the management committee, who are directors for the purpose of Company Law, and trustees for the purpose of charity law who served during the year, are detailed below.

J Brosnan
P M Whitaker
P C Van der Gucht

### MEMBERS OF THE MANAGEMENT COMMITTEE

In addition to the directors named above there are other members of the management committee who are not trustees of the charity or directors of the company

Members of the company, all of whom are directors, guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of a winding up. The total number of such guarantees at 31 March 2010 was 3 (2009 3)

By order of the board

J Brosnan Chairman

## DIRECTORS' RESPONSIBILITIES IN THE PREPARATION OF FINANCIAL STATEMENTS

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources, including income and expenditure, for the financial year in preparing those financial statements, the Directors should follow best practice and

- a select suitable accounting policies and then apply them consistently,
- b make judgments and accounting estimates that are reasonable and prudent,
- c prepare the financial statements on the going concern basis unless it is not appropriate to presume that the company will continue in business

The Directors 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 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 The Directors are also responsible for safeguarding the assets of the charitable company and for the prevention and detection of fraud and other irregularities

## INDEPENDENT EXAMINER'S REPORT TO THE DIRECTORS OF AIREDALE HOMES PROJECT

I report on the accounts of the company for the year ended 30 April 2010, which are set out on pages 6 to 13

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) 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 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - to prepare accounts which accord 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

have not been met, or

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

Ian Milner F C A
2 Langthorne Court

Morley Leeds LS27 9DR

18 November 2010

## Airedale Homes Project STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) for the year ended 31 March 2010

	Notes	2010 Unrestricted Funds £	2009 Unrestricted Funds £
INCOMING RESOURCES Incoming resources from charitable activities Rental income Investment income	2	225,000 2,440	226,100 12,057
TOTAL INCOMING RESOURCES		227,440	238,157
RESOURCES EXPENDED Charitable expenditure Governance costs		190,636 2,090	187,228 2,703
TOTAL RESOURCES EXPENDED	3	192,726	189,931
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR	4	34,714	48,226
BALANCE BROUGHT FORWARD 1 APRIL 2009		440,850	392,624
BALANCE CARRIED FORWARD 31 MARCH 2010	12	475,564	440,850

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing charitable activities

As at 31 March 2010

	Notes	2010 £	2009 £
FIXED ASSETS Tangible assets	8	151,334	136,481
CURRENT ASSETS			
Debtors Short torm deposits	9 10	6,624	3,982
Short term deposits  Cash at bank and in hand	10	306,144 35,719	292,744 27,778
		348,487	324,504
CREDITORS Amounts falling due within one year	11	(24,257)	(20,135)
NET CURRENT ASSETS		324,230	304,369
NET ASSETS		475,564	440,850
FUNDS			<del>_</del>
UNRESTRICTED FUNDS	12	475,564	440,850

BALANCE SHEET As at 31 March 2010 Company Registration No 02670888

For the year ended 31 March 2010 the company was entitled to the exemption from the requirement to have an audit under Section 477 of the Companies Act 2006

No notice has been deposited with the company under Section 476 of that Act requiring an audit to be carried out

The directors acknowledge their responsibility for

- a Ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- b Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its result for the year then ended in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006, so far as they are applicable to the company

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

The financial statements on pages 6 to 13 were approved by the board of directors and authorised for issue on 18th November 2010 and are signed on its behalf by

J Brosnan Chairman

## ACCOUNTING POLICIES

## **BASIS OF ACCOUNTING**

The financial statements have been prepared under the historical cost convention and in accordance with applicable Accounting Standards and the requirements of the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the basis that it is a small company

## **FUNDS ACCOUNTING**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

### **INCOMING RESOURCES**

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

### **RESOURCES EXPENDED**

Expenditure is recognised on an accruals basis as a liability is incurred, and where a constructive obligation has arisen. Expenditure includes any attributable VAT which cannot be fully recovered

Charitable expenditure comprises those costs incurred by the charity in the course 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 to support them.

## TANGIBLE FIXED ASSETS

Tangible fixed assets are stated at historic cost

Depreciation is provided on all tangible assets at rates calculated to write down each asset to its estimated residual value at the end of an assets useful life. The annual rates of depreciation are -

Freehold property 2% on cost Expenditure on leasehold property 5% on cost Equipment, fixtures and fittings 25% on cost

Computers 33 1/3% on cost

## PENSIONS

The pension costs charged in the financial statements represent the contributions payable by the company during the year

# Airedale Homes Project NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2010

### 1 **INCOME**

Rent receivable includes rent, housing benefit and other receipts for services provided by the charity

## INVESTMENT INCOME

					2010 £	2009 £
	Income from current asset in	nvestments			2,440	12,057
3	ANALYSIS OF RESOURCE	S EXPENDED				<u>_</u>
		Staff costs £	Other costs	Depreciation £	2010 Total £	2009 Total £
	Charitable expenditure Provision of housing Support costs	46,518 47,786	78,611 12,257	3,293 2,170	128,422 62,213	128,940 58,288
	Governance costs	94,304	90,868 2,090	5,463	190,635 2,090	187,228 2,703
		94,304	92,958	5,463	192,725	189,931
4	NET INCOMING RESOURCE	EES		<del>-</del>		
	Net incoming resources is sta	ated after charg	ing		2010 Total £	2009 Total £
	Depreciation				5,463	5,022

Airedale Homes Project NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2010

#### 5 **EMPLOYEES**

The average number of persons employed by the company during the year was

	2010	2009
	£	£
Support workers	4	4
Administrative staff	2	2
	6	6
Staff costs for the above persons were	<del></del>	
Wages and salaries	85,872	79,164
Social security costs	6,507	6,048
Employer pension contributions	1,925	1,863
	94,304	87,075
	<u></u>	=

#### 6 **DIRECTORS**

In accordance with the company's Memorandum of Association the directors do not receive remuneration

#### 7 **TAXATION**

The charitable company is exempt from corporation tax on its activities, all of which are charitable

# Airedale Homes Project NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2010

8	TANGIBLE FIXED ASSETS				
		_			

	Freehold Property	Expenditure on leasehold property	Equipment, fixtures and fittings	Computers	Total
	£	£	£	£	£
Cost					
At 1 April 2009	142,561	39,979	57,001	1,551	241,092
Additions	18,552	-	1,764	-	20,316
At 31 March 2010	<del></del>				
	161,113	39,979	58,765	1,551	261,408
Depreciation					
At 1 April 2009	21,455	25,120	56,485	1,551	104,611
Charged in year	2,851	1,999	613	-	5,463
			<u> </u>		
At 31 March 2010	24,306	27,119	57,098	1,551	110,074
		<del></del>			
Net book value					
At 31 March 2010	136,807	12,860	1,667	-	151,334
At 31 March 2009	121,105	14,859	516	-	136,481

The directors estimate the current market value of the freehold property is £150,000 (2009 £150,000), excluding property for which only a deposit had been paid at the year end

### 9 **DEBTORS**

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	2010 £	2009 £
Rents receivable Prepayments	3,178 3,446	455 3,527
Trepayments		
	6,624	3,982
CURRENT ASSET INVESTMENTS		
	2010	2009
	£	£
COIF charity deposit fund	306,144	292,744

Airedale Homes Project NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2010

11	CREDITORS		<del></del>
		2010	2009
		£	£
	Trade creditors	73	57
	Rents received in advance	620	440
	Taxation and social security	5,629	5,039
	Accruals and deferred income	17,617	6,016
	Deposits	12	12
	Pension contributions	306	321
		24,257	11,885
12	ACCUMULATED FUND	<del></del>	
		2010	2009
		£	£
	At 1 April 2009	440,850	392,624
	Net movement in fund	34,714	48,226
		475,564	440,850
13	PENSION CONTRIBUTIONS		
	The company operates a defined contribution pension scheme Th contributions payable by the company to the fund	e pension cost represe	nts
		2010	2009
		£	£
	Contributions payable by the company	1,925	1,863

#### 14 **GUARANTEE**

The company is limited by guarantee of its members to contribute to the assets of the company in the event of a winding up in an amount not to exceed £1 per member

#### 15 **OPERATING LEASES**

The company has an open ended operating lease in respect of one property at 3 Belgrave Road, Keighley, at an annual rental of £3,800, and also acts as managing agent for the collection of rent on other property owned by various housing associations. Termination of the lease is subject to one months notice

The lease of the office at Dacre Banks will terminate on 30 November 2010