

2923239

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31 March 2007**

**for**

**VOICE UK**  
**(A Company Limited by Guarantee)**

SATURDAY



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26/01/2008

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COMPANIES HOUSE

**DWP FINANCIAL ACCOUNTANTS**  
**210/211 WATERLOO STREET, BURTON ON TRENT, STAFFORDSHIRE, DE14 2NQ**  
**TELEPHONE 01283 510465**

**VOICE UK**

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for the Year Ended 31 March 2007**

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**VOICE UK**  
**(A company Limited by Guarantee)**  
**Company Information**

**for the Year Ended 31 March 2007**

**Trustees**

D F Coleman  
R J Dart - appointed 11 July 2006  
R E Fisher  
A J Harris - appointed 11 July 2006  
D Marsland - resigned 31 May 2006  
H M Morgan - appointed 11 July 2006  
A G Noun - appointed 11 July 2006  
R D Pope  
E C Reavley - appointed 11 July 2006  
J R Rennison - appointed 11 July 2006  
M K Sanghera  
J Sheppard  
J F Solomons

**Secretary and Chief Executive**

K Stone

**Chair**

R D Pope

**Registered Office**

Wyvern House  
Railway Terrace  
Derby  
DE1 2RU

**Company Register Number**

2923239 (England and Wales)

**Charity Registered Number**

1053532

**Accountants**

DWP Financial Accountants  
Institute of Financial Accountants  
210-211 Waterloo Street  
Burton on Trent  
Staffordshire  
DE14 2NQ

**VOICE UK**  
**(A Company Limited by Guarantee)**  
**Report of the Trustees**

**for the Year Ended 31 March 2007**

The Trustees present their report with the financial statements of the charity for the Period Ended 31 March 2007

**Principal Activity**

The principal activity of the charity in the year under review was to provide support and information to people with learning disabilities who have been abused, their families and carers and to promote changes in the law and practise. The charity is governed by the company's Memorandum and Articles of Association.

The charity is operated by the trustees who determine the policies and activities. The day to day running of the charity is presently undertaken by the Director of Operations and the Treasurer.

Trustees are appointed by unanimous agreement of the existing trustees.

Trustees are classed as full members of the charity.

**Trustees**

The Trustees during the period under review were

D F Coleman  
R J Dart - appointed 11 July 2006  
R E Fisher  
A J Harris - appointed 11 July 2006  
D Marsland - resigned 31 May 2006  
H M Morgan - appointed 11 July 2006  
A G Noun - appointed 11 July 2006  
R D Pope  
E C Reavley - appointed 11 July 2006  
J R Rennison - appointed 11 July 2006  
M K Sanghera  
J Sheppard  
J F Solomons

**Statement of Trustee Responsibilities**

Company law requires Trustees, as directors of the charity, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the Trustees are required to

- \* select suitable accounting policies and then apply them consistently
- \* 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 charity 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 charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

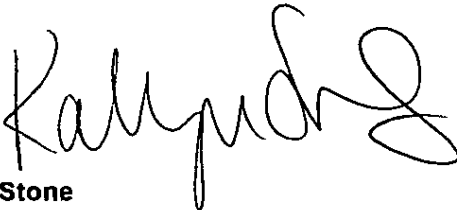
**VOICE UK**  
**(A Company Limited by Guarantee)**  
**Report of the Directors (Continued)**  
**for the Year Ended 31 March 2007**

**Accountants**

The accountants, Wilcox & Co, will be proposed for re-appointment in accordance with Section 385A of the Companies Act 1985

In preparing this report, the Directors have taken advantage of special exemptions applicable to small companies conferred by Part II of Schedule 8 to the Companies Act 1985

**On Behalf of the Board**



**K Stone**

**VOICE UK**  
**(A Company Limited by Guarantee)**  
**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF**  
**VOICE UK**

We report on the accounts of the Trust for the year ended 31 March 2007 which are set out on pages 5 to 15

**Respective responsibilities of trustees and examiners**

As the charity's trustees you are responsible for the preparation of the accounts you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to our attention.

**Basis of independent examiners' report**

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts 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 we do not express an audit opinion on the view given by the accounts.

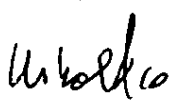
**Independent examiner's statement**

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

- (1) which gives us reasonable cause to believe that in material respects the requirements
- to keep accounting records in accordance with Section 41 of the Act
  - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act

have not been met, or

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

  
Wilcox & Co  
Chartered Accountants  
Smithy Farm  
Twyford  
Barrow Upon Trent  
Derbyshire  
DE71 1HJ

**VOICE UK**  
**(A Company Limited by Guarantee)**  
**Statements of financial activities (including Income and Expenditure Account)**  
**for the Year Ended 31 March 2007**

	Notes	Unrestricted Funds 2007 £	Restricted Funds 2007 £	Total Funds 2007 £	Total Funds 2006 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
<i>Voluntary Income</i>					
Donations and grants	2	33,299	3,400	36,699	45,620
<i>Activities for generating funds</i>					
Conference, Sale of Books etc	3	8,762	-	8,762	7,870
Interest	4	853	1,221	2,074	962
<b>Incoming resources from charitable activities</b>					
Grants and contracts	5	58,326	140,395	198,721	124,519
<b>Total incoming resources</b>		<b>101,240</b>	<b>145,016</b>	<b>246,256</b>	<b>178,971</b>
<b>Resources expended</b>					
<b>Cost of generating funds</b>					
Cost of generating voluntary income	6	15,982	3,400	19,382	13,636
Fundraising, trading cost of goods sold and other costs	7	8,948	-	8,948	5,553
<b>Charitable activities</b>	8	81,516	135,108	216,624	140,442
<b>Governance costs</b>	9	6,783	-	6,783	5,387
<b>Total resources expended</b>		<b>113,229</b>	<b>138,508</b>	<b>251,737</b>	<b>165,018</b>
<b>Net incoming/outgoing (-) resources</b>		- 11,989	6,508 -	5,481	13,953
<b>Reconciliation of funds</b>					
Total funds brought forward		10252	33,395	43,647	29,694
<b>Total funds carried forward</b>		- 1,737	39,903	38,166	43,647

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

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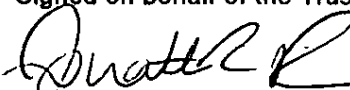
**VOICE UK**  
**(A Company Limited by Guarantee)**  
**for the year ended 31 March 2007**

**Balance Sheet as at 31 March 2007**

	Note	2 0 0 7		2 0 0 6	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	14		4,451		2,167
<b>Current Assets</b>					
Debtors	15	6,768		4,691	
Cash at bank		34,817		34,819	
Stocks		2,229		6,011	
		<u>43,814</u>		<u>45,521</u>	
Creditors Amounts falling due within one year	16	<u>10,099</u>		<u>4,041</u>	
<b>Net Current Assets</b>			<u>33,715</u>		<u>41,480</u>
<b>Net Assets</b>		£	<u><u>38,166</u></u>	£	<u><u>43,647</u></u>
<b>CAPITAL AND RESERVES</b>					
Restricted funds			39,903		33,395
Unrestricted funds			<u>- 1,737</u>		<u>10,252</u>
<b>Total Funds</b>		£	<u><u>38,166</u></u>	£	<u><u>43,647</u></u>

For the year ended 31 March 2007 the company was entitled to exemption under section 249A (1) of the Companies Act 1985. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249B(2). The directors acknowledge their responsibility for 1) Ensuring the company keeps accounting records which comply with section 221 and 2) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of its profit and loss for the financial year in accordance with section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

Signed on behalf of the Trustees

  
 Approved by the Trustees on  
 14<sup>th</sup> November 2007

**VOICE UK**  
**(A Company Limited by Guarantee)**  
**for the year ended 31 March 2007**

**Notes forming part of the Financial Statements for the year ended 31 March 2007.**

**1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**(a) Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 1985 and the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005.

**(b) Fund accounting**

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

- Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

**(c) 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. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

**(d) Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

- 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 independent accountants' examiners' fees and costs linked to the strategic management of the charity.

- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. usage as set out in Note 10.

### (e) Fixed assets

Fixed assets are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £1,000 are not capitalised. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Fixtures, Fittings & Equipment	-	15% on reducing balance
Computer Equipment	-	33 1/3% on straight line

### (f) Pensions

The charity operates a defined contribution pension scheme. Contributions payable for the period are charged in the Statement of Financial Activities.

## 2. Donations and Grants

	Unrestricted Funds 2007 £	Restricted Funds 2007 £	Total Funds 2007 £	Total Funds 2006 £
Department of Health	20,000	-	20,000	24,500
Alan Lane Foundation	-	-	-	5,000
London Marathon	8,130	-	8,130	6,970
Membership Fees	1,978	-	1,978	2,860
Donations	3,191	-	3,191	6,290
Home Farm Trust sponsorship	-	3,000	3,000	-
University of Derby sponsorship	-	400	400	-
	<b>33,299</b>	<b>3,400</b>	<b>36,699</b>	<b>45,620</b>

## 3. Activities for General Funds

Conference	7,788	-	7,788	6,385
Sales (books/cards etc)	974	-	974	1,485
	<b>8,762</b>	<b>-</b>	<b>8,762</b>	<b>7,870</b>

## 4 Interest

<b>853</b>	<b>1,221</b>	<b>2,074</b>	<b>962</b>
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## 5. Incoming resources for activities to further the Charity's objects

	Unrestricted Funds 2007 £	Restricted Funds 2007 £	Total Funds 2007 £	Total Funds 2006 £
Workshop Fees	47,645	-	47,645	38,081
Refunds	10,681	-	10,681	11,611
Department of Health - Equal Access to Justice	-	27,000	27,000	28,000
Home Office - Caseworker	-	30,000	30,000	-
Esmee Fairbairn - Business Manager	-	59,611	59,611	-
Lloyds TSB - Books Beyond Words	-	9,989	9,989	20,000
NHS - (Valuing People) - Equal Access to Justice	-	5,000	5,000	-
Baily Thomas	-	-	-	15,000
Esmee Fairbairn - Training	-	-	-	7,743
Department of Works & Pensions	-	8,795	8,795	4,084
	<b>58,326</b>	<b>140,395</b>	<b>198,721</b>	<b>124,519</b>

## 6. Costs of Generating Voluntary Income

	Basis of Allocation	Unrestricted £	Restricted £	2007 Total £	2006 Total £
Printing	Direct	-	3,400	3,400	-
Just Giving	Direct	183	-	183	211
London Marathon	Direct	1,325	-	1,325	1,469
General Staff Costs	Direct	7,051	-	7,051	6,210
Premises	Usage	1,785	-	1,785	1,516
General Office Costs	Usage	4,717	-	4,717	3,344
Communications	Usage	921	-	921	886
		<b>15,982</b>	<b>3,400</b>	<b>19,382</b>	<b>13,636</b>

## 7. Fundraising Trading Costs

	Basis of Allocation	Unrestricted £	Restricted £	2007 Total £	2006 Total £
Conference Costs	Direct	3,060	-	3,060	836
General Staff Costs	Staff Time	3,526	-	3,526	3,105
Premises	Usage	446	-	446	379
General Office Costs	Usage	1,686	-	1,686	1,011
Communications	Usage	230	-	230	222
		<b>8,948</b>	<b>-</b>	<b>8,948</b>	<b>5,553</b>

## 8. Expenditure - Charitable Activities

	Basis of Allocation	Unrestricted £	Restricted £	2007 Total £	2006 Total £
<b>Staff Costs</b>					
Equal Access to Justice	Direct	-	29,980	29,980	24,599
Telephone Support	Direct	-	13,051	13,051	10,465
Caseworker	Direct	-	22,790	22,790	-
Business Manager	Direct	-	20,712	20,712	-
Training Manager	Direct	-	-	-	5,493
Training	Direct	6,314	-	6,314	12,216
<b>Other Expenses</b>					
Equal Access to Justice	Direct	-	1,472	1,472	3,696
Caseworker	Direct	-	1,540	1,540	-
Business Manager	Direct	-	3,522	3,522	-
Lloyds TSB - Books Beyonds Words	Direct	-	18,349	18,349	1,605
Refundable Expenses	Direct	7,199	-	7,199	5,487
General Staff Costs	Staff Time	42,307	17,628	59,935	51,990
Premises	Usage	4,910	1,785	6,695	5,684
General Office Costs	Usage	18,253	3,358	21,611	15,882
Communications	Usage	2,533	921	3,454	3,325
		<b>81,516</b>	<b>135,108</b>	<b>216,624</b>	<b>140,442</b>

## 9. Expenditure - Governance Costs

	Basis of Allocation	Unrestricted £	Restricted £	2007 Total £	2006 Total £
Insurance	Direct	1,951	-	1,951	836
Legal	Direct	750	-	750	927
Accountants	Direct	1,285	-	1,285	2,115
Investor's in People	Direct	550	-	550	-
Trustee's Expenses	Direct	2,247	-	2,247	1,509
		<b>6,783</b>	<b>-</b>	<b>6,783</b>	<b>5,387</b>

## 10. Total Resources Expended

### Costs Directly Allocated to Activities

	Basis of Allocation	Voluntary Income £	Activities for General Funds £	Projects £	Governance £	2007 Total £	2006 Total £
Staff Costs	Direct	7,051	3,526	152,782	-	163,359	114,078
Other Direct Costs	Direct	4,908	3,060	32,082	6,783	46,833	18,691
<b>Support costs</b>							
<b>Allocated to Activities</b>							
Premises	Usage	1,785	446	6,695	-	8,926	7,579
General Office	Usage	4,717	1,686	21,611	-	28,014	20,237
Communications	Usage	921	230	3,454	-	4,605	4,433
<b>Total resources expended</b>		<b>19,382</b>	<b>8,948</b>	<b>216,624</b>	<b>6,783</b>	<b>251,737</b>	<b>165,018</b>

## 11. Net Income Resources for the year

This is stated after charging -

	2007 £	2006 £
Depreciation	995	383
Independent Accountants Remuneration	1,600	1,800

## 12. Staff Costs and Numbers

	2007 £	2006 £
Salaries	140,163	93,141
Social Security Costs	13,150	9,128
Pension	3,299	1,075
<b>Total</b>	<b>156,612</b>	<b>103,344</b>

No employee received emoluments of more than £50,000

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

	2007 Number	2006 Number
Chief Executive	1	1
Helpline and Caseworker	2	2
Business and Sustainability	1	-
Equal Access to Justice	1	1
Administration and Support	1	1
<b>Total</b>	<b>6</b>	<b>5</b>

## 13. Trustee Remuneration and Related Party Transactions

No members of the Board of Trustees received any remuneration during the year. Travel costs amounting to £1,563 (2006 - £1,130) were reimbursed to 9 (2006 - 5) members of the Board of Trustees

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2006 - Nil)

## 14. Tangible Fixed Assets

	Equipment £	Total £
Cost		
At 1 April 2006	23,001	23,001
Additions	3,279	3,279
At 31 March 2007	26,280	26,280
Depreciation		
At 1 April 2006	20,834	20,834
Charge for period	995	995
At 31 March 2007	21,829	21,829
Net Book Value		
At 31 March 2007	4,451	4,451
At 31 March 2006	2,167	2,167

**15. Debtors: Amount falling due within one year**

	<b>2 0 0 7</b>	<b>2 0 0 6</b>
	£	£
Trade debtors	2,792	4,691
Prepayments	3,976	-
	<u>6,768</u>	<u>4,691</u>

**16. Creditors: Amount falling due within one year**

	<b>2 0 0 7</b>	<b>2 0 0 6</b>
	£	£
Taxation and Social Security	8,499	1,926
Other Creditors and Accruals	1,600	2,115
	<u>10,099</u>	<u>4,041</u>

**17. Analysis of Net Assets between Funds**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	£	£	£
Tangible Assets	4,021	430	4,451
Current Assets	3,336	40,478	43,814
Current Liabilities	- 10,099	- -	10,099
<b>Net Assets at 31 March 2007</b>	<b>- 2,742</b>	<b>40,908</b>	<b>38,166</b>

**18. Movement in Funds**

	<b>At 1 April 2 0 0 6</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>At 31 March 2 0 0 7</b>
	£	£	£	£
<b>Restricted Funds</b>				
Baily Thomas Foundation	15,000	-	15,000	-
Lloyds TSB Foundation (BBW)	18,395	9,989	18,349	10,035
Department of Health (Equal Access to Justice)	-	27,000	27,000	-
DWP (Equal Access to Justice)	-	8,795	8,795	-
NHS - Valuing People (Equal Access to Justice)	-	5,000	-	5,000
Home Office (Caseworker)	-	30,000	25,000	5,000
Esmee Fairbairn Foundation (B&S Manager)	-	59,611	39,743	19,868
Interest(B&S Manager)	-	1,221	1,221	-
Sponsorship	-	3,400	3,400	-
<b>Total Restricted Funds</b>	<b>33,395</b>	<b>145,016</b>	<b>138,508</b>	<b>39,903</b>
<b>General Restricted Funds</b>	<b>10,252</b>	<b>101,240</b>	<b>113,229 -</b>	<b>1,737</b>
<b>Total Funds</b>	<b>43,647</b>	<b>246,256</b>	<b>251,737</b>	<b>38,166</b>

**VOICE UK**  
**(A Company Limited by Guarantee)**  
**Income and Expenditure Account**  
**for the Year Ended 31 March 2007**

	<b>2 0 0 7</b>		<b>2 0 0 6</b>	
<b>Income:</b>	£	£	£	£
Alan Lane Foundation	-		5,000	
Esmee Fairbairn Foundation	59,611		7,743	
Lloyds TSB Foundation	9,989		20,000	
Baily Thomas Chantable Fund	-		15,000	
Department of Health - Core	20,000		24,500	
Department of Health - Equal Access to Justice	27,000		28,000	
Home Office	30,000		-	
NHS - Valuing People	5,000		-	
DWP Contribution	8,795		4,084	
Other Grants, Refunds and Workshop Fees	61,517		55,982	
Membership Fees	1,978		2,860	
Sales of Books/Videos/Cards	974		1,485	
Interest Received	2,074		962	
London Marathon	8,130		6,970	
Home Farm Trust - Sponsorship	3,000		-	
University of Derby - Sponsorship	400		-	
Conference	7,788		6,385	
		246,256		178,971
<b>Expenditure.</b>				
Lloyds TSB - Books Beyond Words	18,349		1,605	
Telephone Support Line - staff costs	13,051		10,465	
Telephone Support Line - other costs	1,949		5,711	
Dept of Health - Equal Access - staff costs	29,980		24,599	
Dept of Health - Equal Access - other costs	5,815		3,696	
Dept of Health - Core - staff costs	16,923		14,963	
Dept of Health - Core - other costs	3,077		9,537	
Esmee Fairbairn Foundation - staff costs	20,712		5,493	
Esmee Fairbairn Foundation - other costs	19,031		2,250	
Home Office - staff costs	22,790		-	
Home Office - other costs	2,210		-	
Staff costs	51,794		49,340	
Conference	3,060		526	
Pension	3,299		2,200	
Accounting and audit	1,285		2,115	
Computer expenses	1,538		891	
Training and resources	1,570		532	
Travel and subsistence	862		7,878	
Trustees expenses	2,247		1,509	
Printing, postage and stationery	8,457		3,144	
Telephone	2,193		2,041	
Rent	8,926		4,761	
Depreciation	995		383	
Professional fees	5,050		4,505	
Subscriptions and insurance	3,392		2,270	
		248,555		160,414
<b>Carried forward</b>				

This page does not form part of the statutory financial statements



**VOICE UK**  
**(A Company Limited by Guarantee)**  
**Income and Expenditure Account**  
**for the Year Ended 31 March 2007**

	<b>2 0 0 7</b>		<b>2 0 0 6</b>	
	£	£	£	£
Brought forward		248,555		160,414
Advertising	158		308	
Volunteer expenses	877		1,850	
Fundraising	1,508		1,680	
Repairs and renewals	295		105	
Sundry	344	3,182	661	4,604
		<u>251,737</u>		<u>165,018</u>
<b>Net Surplus/Deficit (-)</b>	<b>-</b>	<b><u>5,481</u></b>		<b><u>13,953</u></b>

**VOICE UK**  
**(A Company Limited by Guarantee)**  
**for the Year Ended 31 March 2007**  
**Detail for Department of Health Grants**

	Core £	£	Equal Access to Justice £	£
<b>Income</b>		<b><u>20,000</u></b>		<b><u>27,000</u></b>
<b>Expenditure:</b>				
Staff costs	16,923		25,592	
Travel & subsistence	1,441		1,179	
Rent	725		-	
Telephone	178		293	
Conference	193		-	
Postage, printing/stationery	540		-	
		<b><u>20,000</u></b>		<b><u>27,064</u></b>
<b>Surplus/Deficit (-)</b>		<b><u>-</u></b>		<b><u>-64</u></b>

This page does not form part of the statutory financial statements