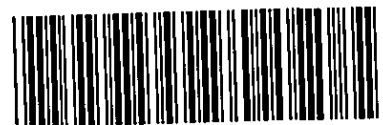


Charity number: 1047945
Company number: 03061079

Cyswllt Contact Limited
(A company limited by guarantee)
(formerly Cyswllt Ceredigion Contact Limited)
Trustees' report and financial statements
for the year ended 5 April 2012

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Cyswllt Contact Limited
(A company limited by guarantee)

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Cyswllt Contact Limited
(A company limited by guarantee)

Legal and administrative information

Former company name	Cyswllt Ceredigion Contact Limited	Name changed on 9 June 2008
Charity number	1047945	
Company registration number	03061079	
Registered office	23 – 27 North Parade Aberystwyth Ceredigion SY23 2JN 01970 626470 Website www.recovery.org.uk	
Trustees	WM Crockett D Lucas A Thomas A Kenny B Williams D Eisenberg S Jones-Davies A Clark	Resigned 19 May 2011
Secretary	Wendy Crockett	
Chief executive	Nicola Webb	
Auditors	Morgan Griffiths LLP Chartered Accountants Registered Auditor Cross Chambers 9 High Street Newtown Powys SY16 2NY	
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME17 4JG	Lloyds Bank plc 12 Terrace Road Aberystwyth Ceredigion SY23 1NS
Solicitors	Powell Davies Market Chambers, 27 Eastgate Aberystwyth Ceredigion SY23 2AR	

Cyswllt Contact Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
For the year ended 5 April 2012

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 5 April 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

Constitution, Objects and Principal Activities

The Charity is constituted as a Company limited by guarantee, and is governed by memorandum and articles of association.

The trustees, who are also the directors, meet every two months. The trustees of the charity also comprise its membership. Trustees are appointed by the existing board at each annual general meeting, being proposed by members. One third of the trustees retire by rotation at each annual general meeting (AGM). When a trustee resigns they also resign as a member. The Trustees who served during the year and up to the date of this report, are as stated on the information page.

Trustee vacancies and additional appointments may be made by the trustees, such trustees holding office only until the next following AGM.

Day-to-day management of the charity is delegated to the Director and the management team, who attend and present to the trustees at the bi-monthly meetings.

The principal activities of the charity are to

- 1 Advise and assist persons with alcohol or drug related problems, or connected personal problems associated in overcoming those problems
- 2 Assist the families and dependants of such persons
- 3 Advance the education of the general public with regard to the misuse of drugs, alcohol and other substances

Developments and Activities

How our activities deliver public benefit

Our main activities and who we try to help are explained below. All our charitable activities focus on the prevention and treatment of addiction and are undertaken to further our charitable purposes for the public benefit. The trustees have had regard to Charity Commission guidance on public benefit. We endeavour to meet the needs of largely rural communities here in Wales and provide services covering the Dyfed Powys region.

Staff and Developments

Over the year Cyswllt Contact lost seven members of staff all of whom played a large part in the organisation and are sadly missed. These were

Charmaine Clark (Ceredigion Peer Mentor Coordinator)
Ruth Davies (Peer Mentoring Trainer)
Ruth Heneghan (Aberystwyth Receptionist)
Kirsty Jarrett (Young Persons Worker)
Charlie Pinnegar (Floating Support Worker)
David Wall (Pembrokeshire Peer Mentor Coordinator)
Garry Watkins (Diversionary Worker)

Cyswllt Contact would like to thank all of these staff members for their hard work and contribution towards the cause we serve.

Cyswllt Contact would like to thank all of these staff members for their hard work and contribution towards the cause we serve

We also welcomed 8 new members to our team who are already playing vital roles in delivering the services we pride ourselves on. These are

Stacey Aucoin (South Powys Peer Mentor Coordinator)
Zoe Davies (Pembrokeshire Peer Mentor Coordinator)
Tony Fitzmartin (Pembrokeshire Senior Mentor)
Mark Harrison (Ceredigion Senior Mentor)
Tina Moralee (Ceredigion Community Outreach Worker)
Lisa Rees (Pembrokeshire Senior Mentor)
Neil Waller (Ceredigion Peer Mentor Coordinator)
Sarah Williams (Pembrokeshire Senior Mentor)

Projects

Peer Mentoring Project

As the Peer Mentoring Scheme entered its third year efforts continued to be focussed on establishing clear referral pathways as well as the continuation of some of the great results achieved in years one and two. The strong working relationship established with our partner agency Turning Point Cymru continued into year three of the project with both the delivery and management teams meeting on a quarterly basis. Cyswllt Contact would also like to thank their partner in Powys, Kaleidoscope who kindly donate premises for the project to operate from. This partnership has enabled the project to become embedded into the treatment system and achieve some outstanding results.

Floating Support Project

Supporting People continue to fund and enable us to provide high quality support services which allow individuals to stabilise enough to access treatment for their substance misuse. This project provides access to housing, advice and information on benefits and debt management as well as encouraging motivation towards positive change. The staff work closely with Peer Mentors from our Peer Mentoring project to match individuals to Mentors who can support informally and keep them engaged in diversionary activities, treatment and support them to reintegrate back into their communities and eventually back into employment.

Drug Interventions Programme (DIP)

The Drug Intervention Programme has gone through some major developments this year as it faced future reductions in funding from the Criminal Justice System. The Programme has managed to weather the political climate and will operate in a new, less integrated, cost effective way from April 2012.

Diversionary Work

With the support of all the project workers this element of provision has been essential in allowing individuals to build self esteem, promote non using friendships and work towards an active, healthy lifestyle far from the lives they are trying to leave behind.

Eating Disorders

Cyswllt Contact has been able to secure funding to launch a year long pilot project with the aim of supporting those suffering from an Eating Disorder. The Eating Disorder Recovery Group is a weekly group programme which enables individuals to address their unhealthy relationship with food.

Youth Services

Cyswllt Contact has played a key role in the development and launch of a new multi-agency virtual youth team providing specialist substance misuse help for under 18s. Although the project is in its early stages Cyswllt Contact, Tim Teulu and SUDDS are confident this new form of service delivery will provide a far more integrated and client centred approach. A successful SMAF funding application has allowed the creation of a new under 18s centre in Aberystwyth to house the virtual team.

Activities

Cyswilt Contact received 715 referrals between April 2011 and March 2012, this represents a 22% increase on last year's figure (588). This is due to the increased referrals into the Peer Mentoring Project as it entered its third year. Roughly 86% of referrals engaged with services. This year 95% of clients were assessed, completed their treatment programme, 48% were drug free at the completion of treatment. This continues to demonstrate a good long-term record for those completing treatment.

Cyswilt Contact continues to excel against the Welsh Government's Key Performance Indicators with KPI's 2, 3, 4 and 6 all measuring 92% and upwards. This makes Cyswilt Contact the best performing Ceredigion treatment agency against its KPI's for the second year running.

Primary substance alcohol clients continue to make up the largest group with 57% of all referrals. 45% of all drugs referrals were for Cannabis with the second highest number of referrals for Heroin users (22%). Meanwhile, the male/female divide has grown with 77% of all referrals being male (64% 2010-2011). 83% of all drugs referrals were male and 72% of all alcohol referrals.

Over the year, referrals to Cyswilt Contact continued to be overwhelmingly made by the clients themselves, accounting for 39% of all referrals, there was a dramatic increase in referrals from non-statutory and statutory drugs services accounting for 21% and 10%. Referrals from the remaining sources are fairly evenly spread.

Ceredigion continued to form by far the greatest client catchment area with 72% of all referrals (Carmarthenshire 13%, Powys 8%, and Pembrokeshire 7%). Of the referrals into Ceredigion 13 were to the Cardigan Centre.

Floating Support provided practical advice to 54 clients throughout the year. Those accessing Floating Support listed 'managing accommodation' as their main priority, closely followed by 'leading a healthy and active lifestyle'. Floating support has prevented numerous clients from becoming homeless as a result of the extensive changes the benefits system is currently experiencing.

Financial Position

Cyswilt Contact has been expanding steadily over the last five years due to an increased demand for services and a number of new funding streams. Cyswilt Contact's income has remained at over £1m for the year 2011 – 2012 mainly due to a large capital bid to renovate the Cardigan Centre. This large capital project has placed considerable pressure on the organisation to ensure its successful management and completion. The continuation of a secure level of revenue streams is an indication of the success and hard work of the organisation and its staff.

As the Peer Mentoring Scheme settled into its third year the level of match funding needed to maintain the project was secured, enabling increased focus to be placed on ensuring project outcomes. Cyswilt Contact is now looking forward into the final year of the scheme with the hope of securing additional funding for the continuation of this valuable project.

Due to the current financial climate the 'no-frills' budget remains in place and will continue into 2012 - 2013. In order to ensure the charity remains competitive and in the best possible position to access new funding streams, projects have become far less integrated so they can work effectively independently as well as part of a team. Cyswilt Contact is eager to continue exploring new challenges and funding opportunities enabling us to continue growing and provide the best possible services for our clients in 2012 – 2013.

Policies and Financial Management

1. The charity seeks to set aside out of its unrestricted funds sufficient to cover immediate staff costs (notice and redundancy), and the average amount of central running costs for a one-month period, should it face an unexpected shortfall in funding. The targeted reserve is currently £91,748. At the end of the financial year unrestricted funds stood at £153,604. In the next financial year we will be seeking to continue to build upon these as the charity continues to grow.
2. The trustees are empowered by the Articles of Association to invest the funds of the Charity as they see fit. Any funds not required for immediate expenditure are placed in a separate bank account until required.

- 3 The trustees confirm that they have identified major risks to which the charity is exposed and have established systems to mitigate these risks Cyswilt Contact is currently developing its risk policy further, this should be completed and implemented during the next financial year

Internal financial risks are minimised by the implementation of control and authorisation procedures Procedures are in place to ensure compliance with health and safety for staff, clients and visitors to the centre

The continued implementation and development of the Drugs and Alcohol National Occupation Standards (DANOS) has ensured a consistent quality of delivery for all operational aspects of the charity

All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity

Statement of trustees' responsibilities

The trustees (who are also the directors of Cyswilt Contact Limited 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, Morgan Griffiths LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting

On behalf of the board



W Crockett
Chair of Trustees
19 December 2012

Cyswllt Contact Limited
(A company limited by guarantee)

Report of the Independent Auditors to the Trustees of Cyswllt Contact Limited
For the year ended 5 April 2012

We have audited the financial statements of Cyswllt Contact Limited for the year ended 5 April 2012 on pages 8 to 21. 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 trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 trustees 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, 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.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act.

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 5 April 2012 and of its income resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements, or
- the charitable company has not kept adequate accounting records, or
- the financial statements are not in agreement with the accounting records and returns, or
- we have not received all the information and explanations we require for our audit

Morgan Griffiths LLP

Morgan Griffiths LLP
Chartered Accountants
Registered Auditor
Cross Chambers
9 High Street
Newtown
Powys
SY16 2NY

Date *19th December 2012*

Cyswllt Contact Limited
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)
for the year ended 5 April 2012

	Notes	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
Incoming resources					
Incoming resources from generating funds					
Voluntary income	2	27,486	134,468	161,954	133,879
Exceptional voluntary income	2	-	567,090	567,090	303,772
Investment income	3	113	-	113	236
Incoming resources from charitable activities	4	278,449	377,582	656,031	716,216
Other incoming resources		980	-	980	796
Total incoming resources		<u>307,028</u>	<u>1,079,140</u>	<u>1,386,168</u>	<u>1,154,899</u>
Resources expended					
Costs of generating funds					
Cost of generating voluntary income		9,985	-	9,985	42,087
Charitable activities	5	255,298	500,336	755,634	721,814
Governance costs	6	14,362	1,150	15,512	21,594
Other resources expended	7	13	-	13	-
Total resources expended		<u>279,658</u>	<u>501,486</u>	<u>781,144</u>	<u>785,495</u>
Net incoming resources before transfers					
Net income for the year		27,370	577,654	605,024	369,404
Transfers between funds					
Transfers on purchase of fixed assets	17 & 18	39,000	(39,000)	-	-
Net movement in funds		66,370	538,654	605,024	369,404
Total funds brought forward		128,223	313,573	441,796	72,392
Total funds carried forward		<u>194,593</u>	<u>852,227</u>	<u>1,046,820</u>	<u>441,796</u>

Notes 1 to 20 form an integral part of these financial statements.

Cyswllt Contact Limited
(A company limited by guarantee)

Balance sheet
as at 5 April 2012

	Notes	£	2012 £	£	2011 £
Fixed assets					
Tangible assets	13		890,297		321,219
Current assets					
Debtors	14	591,154		583,598	
Cash at bank and in hand		188,739		161,834	
		<u>779,893</u>		<u>745,432</u>	
Creditors: amounts falling due within one year	15	<u>(623,370)</u>		<u>(624,855)</u>	
Net current assets			<u>156,523</u>		<u>120,577</u>
Net assets			<u>1,046,820</u>		<u>441,796</u>
Funds	16				
Restricted income funds	18		852,227		313,573
Unrestricted income funds	17		<u>194,593</u>		<u>128,223</u>
Total funds			<u>1,046,820</u>		<u>441,796</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 5 April 2012

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that 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 charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011

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 19 December 2012 and were signed on its behalf by

W Crockett
Trustee

W Crockett

Notes 1 to 20 form an integral part of these financial statements.

Cyswllt Contact Limited
(A company limited by guarantee)

Notes to the financial statements
for the year ended 5 April 2012

1. Accounting policies

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

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

1.2. Fund accounting

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Funds are analysed by activity centre. Incoming resources are apportioned between funds according to the annual budget.

1.3. 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, including grants for the purchase of fixed assets, donations and gifts and is included in full in the statement of financial activities when receivable. Grants provided for use in a specific period are recognised in that period. Other grants 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 training time provided to clients by other agencies is quantified on the basis of teaching hours provided. The value of services provided by volunteers has not been included.

The charity commissions certain services from other agencies on behalf of its clients. Where these services are funded by a third party and paid in cash by the third party directly to the commissioned agency, the value of these services are not included in the charity's accounts.

Income raised to fund the budgeted expenditure of future periods is treated as deferred income in the current period.

Income from investments is included in the year in which it is receivable.

Cyswllt Contact Limited
(A company limited by guarantee)

Notes to the financial statements
for the year ended 5 April 2012

1.4. 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.

Costs of generating funds comprise the costs associated with attracting voluntary income.

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.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly. Support costs are apportioned on an appropriate basis as described in Note 8.

Where the administrative burden of identifying particular support costs to be charged to a restricted fund is too onerous then these are charged in total to the restricted fund.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Land and buildings	-	Straight line over fifty years
Assets in the course of construction	-	No depreciation
Improvements to leasehold properties	-	Straight line over the life of the lease
Fixtures, fittings and equipment	-	25% straight line

Assets costing less than £500 are not capitalised.

1.6. Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.7. Defined contribution pension schemes

The pension costs charged in the financial statements represent the contribution payable by the charity during the year.

Cyswllt Contact Limited
(A company limited by guarantee)

Notes to the financial statements
for the year ended 5 April 2012

2. Voluntary income

	Unrestricted funds £	Restricted funds £		2012 Total £	2011 Total £
Donations	1,486	-		1,486	262
Grants receivable - government	-	130,718		130,718	87,932
Grants from trusts and businesses	21,000	3,750		24,750	41,185
Intangible income - use of Kaleidescope premises	5,000	-		5,000	4,500
	<u>27,486</u>	<u>134,468</u>		<u>161,954</u>	<u>133,879</u>
Exceptional voluntary income	-	567,090		567,090	303,772
	<u>27,486</u>	<u>701,558</u>		<u>729,044</u>	<u>437,651</u>
Grant income receivable during the year by source					
	Income (due)/ in advance 06/04/11 £	Income received 2012 £	Income due 05/04/12 £	Income (in advance) 05/04/12 £	Income receivable 2012 £
Government grants					
Substance Misuse Action Fund (SMAF)					
SMAF (capital)	441,172	35,249	13	(350,000)	126,434
Ceredigion SMAF (slippage)	(7,780)	7,780			-
CAVO		3,334			3,334
Go Wales		950			950
	<u>433,392</u>	<u>47,313</u>	<u>13</u>	<u>(350,000)</u>	<u>130,718</u>
Grants from trusts and businesses					
Henry Smith Charity		11,000			11,000
Lloyds TSB	3,750				3,750
Waterloo Foundation		10,000			10,000
	<u>3,750</u>	<u>21,000</u>	<u>-</u>	<u>-</u>	<u>24,750</u>
Exceptional voluntary income - grants for a building					
CCC SMAF (capital)		540,958	26,132		567,090
CCC SMAF (slippage)	(3,772)	3,772			-
	<u>(3,772)</u>	<u>544,730</u>	<u>26,132</u>	<u>-</u>	<u>567,090</u>

Cyswllt Contact Limited
(A company limited by guarantee)

Notes to the financial statements
for the year ended 5 April 2012

3. Investment income

	Unrestricted funds £	2012 Total £	2011 Total £
Bank interest receivable	113	113	236
	<u>113</u>	<u>113</u>	<u>236</u>

4. Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
Grants & Contracts with public bodies	277,831	377,582	655,413	715,186
Training and services provided	618	-	618	1,030
	<u>278,449</u>	<u>377,582</u>	<u>656,031</u>	<u>716,216</u>

Grants and contracts with public bodies by source

	Income (due)/ in advance 06/04/11 £	Income received 2012 £	Income due 05/04/12 £	Income (in advance) 05/04/12 £	Income receivable 2012 £
Government grants					
Supporting people		79,776	26,592		106,368
DIP		30,731	30,731		61,462
Substance Misuse Action Team (SMAF)					-
Ceredigion SMAF (revenue)		114,301			114,301
Pembrokeshire SMAF (revenue)	31,695	4,305		24,000	12,000
Powys SMAF		20,000			20,000
CCC for WAG	(7,926)	10,976			3,050
WCVA Local Mental Health Scheme		6,432			6,432
CCC Social Services		6,155	6,155		12,310
Home Office		13,478			13,478
European Social Fund Lot 3 Dyfed	(131,737)	282,310	111,484		262,057
European Social Fund Lot 8 Powys	(11,478)	32,712	22,721		43,955
	<u>(119,446)</u>	<u>601,176</u>	<u>197,683</u>	<u>(24,000)</u>	<u>655,413</u>

Cyswllt Contact Limited
(A company limited by guarantee)

Notes to the financial statements
for the year ended 5 April 2012

5 Costs of charitable activities - programme running costs

	2012	2011
	Total	Total
	£	£
Clinical Staff - Wages & Salaries	277,575	279,833
Clinical Staff Employer's NIC	22,878	24,608
Clinical staff pension costs	10,052	11,943
Other staff costs	20,036	23,697
Premises and utilities	32,962	40,846
Subcontracted clinical services	60,697	75,695
Insurance	4,533	1,861
Other establishment costs	2,605	-
Staff Travel	16,565	20,845
Direct Professional costs - Accountancy	4,648	-
Direct professional costs - Legal fees	670	-
Telephone	7,883	7,999
Client diversionary activities	893	935
Client training	11,071	14,733
Website	-	308
Client expenses	12,080	6,796
Clinical materials	-	4,491
Publicity	514	7,662
Other	6,816	330
Programme support costs (Note 8)	263,156	199,232
	<u>755,634</u>	<u>721,814</u>

Cyswllt Contact Limited
(A company limited by guarantee)

Notes to the financial statements
for the year ended 5 April 2012

6. Governance costs

	2012	2011
	Total	Total
	£	£
Accountancy fees	3,327	6,238
Audit	3,360	3,360
Professional - Financial advice	-	55
Professional - Legal fees	-	587
Trustee training	-	290
Trustee indemnity insurance	-	538
Other governance costs	49	418
Support Staff Wages & salaries	5,174	6,572
Support - Staff costs - Employer's NIC	444	-
Support - Staff costs - Pension costs	424	-
Support - Staff costs - Other	345	-
Premises rent and utilities	854	696
Equipment and repairs	323	1,785
Support - Telephone	164	-
Office expenses	185	362
Depreciation & impairment	314	388
Computer costs	549	305
	<u>15,512</u>	<u>21,594</u>

7. Other resources expended

	Unrestricted	2012	2011
	funds	Total	Total
	£	£	£
Loss on disposal of tangible fixed assets	13	13	-
	<u>13</u>	<u>13</u>	<u>-</u>

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8. Analysis of support costs

	Cost of generating voluntary income	Programmes	Governance costs	2012 Total	2011 Total
	£	£	£	£	£
Staff costs	7,596	113,558	6,387	127,541	164,309
Operating lease payments	854	83,716	854	85,424	34,822
Repairs and maintenance	323	15,503	323	16,149	43,833
Capitalisation of overheads in cost of building	-	-	-	-	(18,680)
Communication and information technology	164	-	164	328	-
Other office expenses	185	8,899	185	9,269	9,835
Depreciation and impairment	314	15,067	314	15,695	9,692
Computer costs	549	26,363	549	27,461	7,616
Translation	-	50	-	50	-
	<u>9,985</u>	<u>263,156</u>	<u>8,776</u>	<u>281,917</u>	<u>251,427</u>

Support costs are allocated on the basis of staff hours and occupancy of offices

9. Net incoming resources for the year

	2012 £	2011 £
Net incoming resources is stated after charging		
Depreciation and other amounts written off tangible fixed assets	15,695	9,692
Loss on disposal of tangible fixed assets	13	-
Auditor's fee	<u>3,360</u>	<u>3,360</u>
and after crediting		
Exceptional credits - grants for a building	<u>567,090</u>	<u>303,772</u>

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10. Employees

Employment costs	2012	2011
	£	£
Wages and salaries	381,051	422,107
Social security costs	31,762	37,985
Pension costs	18,536	19,581
Other costs	26,733	24,717
	<u>458,082</u>	<u>504,390</u>

No employee received emoluments of more than £60,000 (2011 None)

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows

	2012	2011
	Number	Number
Chief executive	1	1
Programme activities	13	13
Administration and support	3	5
	<u>17</u>	<u>19</u>

No remuneration was paid to trustees during the year (2011 NIL) No expenses were reimbursed to trustees or incurred on their behalf during the year (2011 £290)

11. Pension costs

The company operates a defined contribution pension scheme in respect of the support and arrest referral workers. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the charity.

	2012	2011
	£	£
Pension charge	<u>18,536</u>	<u>19,581</u>

12. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

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13. Tangible fixed assets	Assets in the course construction £	Freehold land & buildings £	Improvements short leasehold property £	Fixtures, fittings and equipment £	Total £
Cost					
At 6 April 2011	303,522	-	12,448	77,981	393,951
Additions	545,786	-	-	39,000	584,786
Transfers	(849,308)	849,308			-
Disposals		-	(12,448)	(11,713)	(24,161)
At 5 April 2012	-	849,308	-	105,268	954,576
Depreciation					
At 6 April 2011	-	-	12,444	60,288	72,732
Charge for the year	-	-	-	15,695	15,695
On disposals	-	-	(12,444)	(11,704)	(24,148)
At 5 April 2012	-	-	-	64,279	64,279
Net book values					
At 5 April 2012	-	849,308	-	40,989	890,297
At 5 April 2011	303,522	-	4	17,693	321,219

The Cardigan office building came into use on 30 March 2012. This freehold property is subject to a mortgage charge held by the donor who funded the purchase, which expires within 21 years of the balance sheet date.

14. Debtors

	2012 £	2011 £
Amounts due from Turning Point	14,526	14,526
Other debtors	136	2,049
Prepayments and accrued income	576,492	567,023
	<u>591,154</u>	<u>583,598</u>

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Notes to the financial statements
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15. Creditors: amounts falling due within one year

	2012	2011
	£	£
Trade creditors	118,172	3,611
Other taxes and social security	29,668	13,844
Other creditors	76,193	120,400
Accruals and deferred income	399,337	487,000
	<u>623,370</u>	<u>624,855</u>

16. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fund balances at 5 April 2012 as represented by:			
Tangible fixed assets	40,989	849,308	890,297
Current assets	200,966	578,927	779,893
Current liabilities	(47,362)	(576,008)	(623,370)
	<u>194,593</u>	<u>852,227</u>	<u>1,046,820</u>

17. Unrestricted funds

	At 6 April 2011	Incoming resources	Outgoing resources	Transfers	At 5 April 2012
	£	£	£	£	£
General	110,526	307,028	(263,950)	-	153,604
Fixed Assets Reserve	17,697	-	(15,708)	39,000	40,989
	<u>128,223</u>	<u>307,028</u>	<u>(279,658)</u>	<u>39,000</u>	<u>194,593</u>

Purposes of unrestricted funds

The fixed assets reserve represents the net book value of fixed assets owned without restrictions

Transfers

Transfers represent amounts spent on the acquisition of fixed assets

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Notes to the financial statements
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18. Restricted funds	At 6 April 2011 £	Incoming resources £	Outgoing resources £	Transfers £	At 5 April 2012 £
Counselling staff	-	9,099	(9,099)	-	-
Peer mentor staff	-	67,084	(67,084)	-	-
Subcontracted clinical costs	-	60,697	(60,697)	-	-
Support and other clinical costs	-	96,731	(96,731)	-	-
Beneficiary costs	5,499	21,188	(22,704)	-	3,983
Business team staff	-	86,539	(86,539)	-	-
Premises	4,949	107,574	(107,161)	(243)	5,119
Building reserve	303,521	-	-	545,787	849,308
Cost of operations	(396)	630,228	(51,471)	(584,544)	(6,183)
	<u>313,573</u>	<u>1,079,140</u>	<u>(501,486)</u>	<u>(39,000)</u>	<u>852,227</u>

Purposes of restricted funds

The building reserve represents the net book value of freehold property, whose use is restricted by agreement with the donor concerned

All other restricted funds are funds received from donors to be expended on the basis of cost incurred on the activities listed above. Specific resources are held to enable each fund to be applied in accordance to its purpose. Included in cost of operations are exceptional grants receivable from SMAF Ceredigion of £567,090 for the purchase and renovation of the Cardigan Centre

The deficit of £6,183 on cost of operations represents accrued expenditure which will become eligible for grant claims in the following financial year

Transfers

Transfers represent amounts spent on the acquisition of fixed assets.

19. Financial commitments

At 5 April 2012 the company had annual commitments under non-cancellable operating leases as follows

	2012 £	2011 £
Expiry date:		
Within one year	-	10,688
Between one and five years	7,990	15,490
	<u>7,990</u>	<u>26,178</u>

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20. Capital commitments

	2012	2011
	£	£
Details of capital commitments at the accounting date are as follows		
Contracted for but not provided in the financial statements, payable within one year	44,917	-

The capital commitment of £44,917 represents the value of the remaining work on the construction of the Cardigan office building

21. Indemnity insurance

The charity paid for the insurance premiums to indemnify trustees and senior staff from any loss arising from neglect or defaults of trustees or staff and any consequent loss

22. Company limited by guarantee

Cyswllt Contact Limited is a company limited by guarantee and accordingly does not have a share capital

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member

