

Charity number: 1047945  
Company number: 03061079

**Cyswllt Ceredigion Contact Limited**  
**Trustees' report and financial statements**  
**for the year ended 5 April 2005**



**Cyswllt Ceredigion Contact Limited**

**Contents**

	<b>Page</b>
Legal and administrative information	<b>1</b>
Trustees' report	<b>2 - 4</b>
Accountants' report	<b>5</b>
Statement of financial activities	<b>6</b>
Balance sheet	<b>7 - 8</b>
Notes to the financial statements	<b>9 - 16</b>

## **Cyswllt Ceredigion Contact Limited**

### **Legal and administrative information**

#### **Status**

The Charity is constituted as a Company limited by guarantee, and is governed by Memorandum and Articles of Association.

Trustees	VC Lowe - Chair and Treasurer KW Davies - Under Treasurer ATG John WM Crockett
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Secretary	Rev. A.T.G. John
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Company number	03061079
Charity number	1047945

Registered office	49 North Parade Aberystwyth Ceredigion SY23 2JH
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Information & Advice	01970 626470 Website: <a href="http://www.recovery.org.uk">www.recovery.org.uk</a>
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Reporting Accountants	Davies & Lewis Oregon House Powell Street Aberystwyth Ceredigion SY23 1QQ
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Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ  Lloyds Bank plc 12 Terrace Road Aberystwyth Ceredigion
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Solicitors	Powell Callen Market Chambers, 27 Eastgate Aberystwyth Ceredigion SY23 2AR
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## **Cyswllt Ceredigion Contact Limited**

### **Trustees' report for the year ended 5 April 2005**

The Trustees present their report for the year ended 5 April 2005.

#### **Charitable objects**

The principal activities of the charity are to:

1. Advise and assist persons with alcohol or drug related problems, or who are suffering from eating disorders 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.

#### **Organisational structure**

The trustees, who are also the directors, meet every two months.

Trustees are appointed at each annual general meeting, being proposed by trustees or members. One third of the trustees retire by rotation at each AGM. 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 Business Manager, who attend and present to the trustees at the bi-monthly meetings.

The charity is advised by a steering committee, whose members are not trustees and whose role is advisory only.

A Finance Committee meets every six months and reports to the trustees at the following full meeting. The Chair, Deputy Treasurer and Business Manager sit on the committee.

#### **Review of activities and achievements**

This year saw further growth in the number of clients seeking our assistance, up by 47% from 145 to 213 and this was across all the treatment programmes offered.

Our counsellors provide a range of programmes, designed to help people with substance misuse problems to understand them, become better able to deal with the consequences of their problem and to overcome them.

The programmes available are:

Drug & Alcohol Awareness programme (DAAP) - this is a group session, backed up with 1-1 counselling, that meets once a week and runs for six weeks. It is designed for people who are experiencing difficulties in their lives as a result of their misuse of drugs, alcohol or food, and have reached a point where they want to do something about it. There are many instances of clients who have joined the DAAP and then progressed onto the Day Treatment programme.

Day Treatment - the 12-week, 5 day per week intensive programme, where clients who have abstained from substance misuse work with counsellors and each other, to prepare themselves for a life free of substance misuse.

Aftercare - this group programme runs for one afternoon per week and lasts for a maximum of one year after successful completion of the day treatment programme. Clients also receive 1-1 counselling and it provides essential peer support to them during a difficult and vulnerable time.

Family - a weekly group, where 1-1 counselling is also available. Close friends and family of those misusing substances can meet, attend lectures, share experiences and learn more about the problems facing their friends / family and how best to help them and themselves. Numbers attending the Family programme continue to grow, and demonstrates the critical need for this type of programme - not just in Ceredigion but the country as a whole.

Support - the Support Worker offers practical advice on many areas, particularly housing related, but also training and employment, financial, dealing with the benefits system and generally helping clients to overcome everyday issues they cannot deal with on their own. The combination of workload and increased funding has allowed us to increase the Support Worker from a part-time role to full-time.

## **Cyswllt Ceredigion Contact Limited**

### **Trustees' report for the year ended 5 April 2005**

Detoxification - Cyswllt's day treatment programme is abstinence based and as such clients need to be free from drugs and alcohol to join and continue on the programme. For some clients this can only be achieved through a process of detoxification, either at a residential centre or through local community based support. Historically there has been a lack of residential detoxification facilities in Ceredigion, but for another year, the Ceredigion Community Safety Partnership made funds available to allow us to send clients to suitable residential centres outside the county to receive this treatment.

The major element of our funding applications last year was a bid for financial assistance from Europe. We are extremely pleased to report that our application was successful, and that we will benefit from significant financial support from the European Social Fund from October 2004 through until May 2007.

The key elements of the application, entitled, 'Recovery and Work' were that:

- We wanted to provide clients with a clearer pathway to training and employment opportunities. We have fostered closer links with Ceredigion Training, so clients are more aware of what courses and opportunities are available and are encouraged to participate.
- We also wanted more funding to help more clients, particularly from outside Aberystwyth, with travel costs and costs of childcare, so that these two barriers to attending treatment could be removed.
- We were very keen to ensure that our services are available to everyone living in Ceredigion - so have increased our publicity and advertising spend, to ensure that more potential clients know about us and how to contact us.
- We wished to run a 12-month pilot, which started in February 2005, whereby for two hours each Wednesday afternoon, a counsellor is available on-line, for advice. This is accessed through a secure link on our website, and the hope is that if someone does not want to ring or come in to make initial contact, they can do so via the, 'Contact On-Line' facility and be encouraged to come in after that session on the internet.

A considerable amount of educational work has been carried out - both in local secondary schools and with local hospitals. The senior counsellor was spending every Monday morning at the Bronglais Hospital in Aberystwyth (A and E Dept and psychiatric ward) and the Gorwelion Day Hospital. This time was a combination of staff awareness and visiting patients who the staff felt would benefit from joining one of our treatment programmes.

The website [www.recovery.org.uk](http://www.recovery.org.uk) continues to be acknowledged as one of the most informative sites for anyone seeking advice and help on alcohol or drug related problems and those suffering from eating disorders.

#### **Personnel**

In terms of personnel, there have been a number of changes. The Business Manager is away until January 2006 on maternity leave, so there is a temporary BM in place during 2005; the advent of ESF funding meant that an ESF Co-ordinator was required and he began work in November; the administrative assistant / receptionist left in December and a new person began in January.

Also, having had our first trainee counsellor graduate from his counsellor-training programme in 2003-04, the second trainee counsellor is nearing the end of his course and will complete in September 2005.

#### **Thanks**

We would like to thank those who donated their time and expertise to Cyswllt over the year, including Chris Williams (web design and management), Eurwen Booth (translation) and Martin Davies (legal matters).

## **Cyswllt Ceredigion Contact Limited**

### **Trustees' report for the year ended 5 April 2005**

#### **Policies and Financial Management**

1. The charity seeks to set aside out of its unrestricted funds sufficient funds to cover immediate staff costs (notice & redundancy), 3-months rent and the average amount of central running costs for a one-month period, should it face an unexpected shortfall in funding. The amount is currently £29,513.
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 bank deposit 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.

#### **Directors and Trustees**

The directors, who are also the trustees of the charity, who served during the year, are as stated on the information page.

#### **Statement of trustees' responsibilities**

Company and charity 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 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;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees have overall responsibility for ensuring that the charity has appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and 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.

This report was approved by the trustees on *28th September 2005* and signed on its behalf by



Rev. A.T.G. John  
Company Secretary

## **Cyswllt Ceredigion Contact Limited**

### **Reporting accountants' report to the trustees on the unaudited financial statements of Cyswllt Ceredigion Contact Limited.**

We report on the financial statements of Cyswllt Ceredigion Contact Limited for the year ended 5 April 2005 which comprise the statement of financial activities, the balance sheet and the related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

#### **Respective responsibilities of the trustees and auditors**

As described in the statement of trustees responsibilities the trustees are responsible for the preparation of the financial statements, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

#### **Basis of opinion**

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide *only* the assurance expressed in our opinion.

#### **Opinion**

In our opinion:

- i the financial statements are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985.
- ii having regard only to, and on the basis of, the information in those accounting records:
  - a those financial statements have been drawn up in a manner consistent with the provisions of the Act as specified in Section 249C(6), so far as applicable to the company.
  - b the company satisfied the requirements of Section 249A(4), for the financial year in question, and did not fall within Section 249B(1)(a) to (f) at any time within that financial year.



**Davies & Lewis**  
**Chartered Certified Accountants**  
**Registered Auditors**

**18 October 2005**

**Oregon House**  
**Powell Street**  
**Aberystwyth**  
**Ceredigion**  
**SY23 2JH**

# Cyswllt Ceredigion Contact Limited

## Statement of financial activities

for the year ended 5 April 2005

	Notes	Unrestricted funds £	Restricted funds £	2005 Total £	2004 Total £
<b>Incoming resources</b>					
Donations		1,063	-	1,063	2,665
Activities in furtherance of the charity's objects	2	112,050	92,746	204,796	211,243
Income from investments		2,176	-	2,176	2,101
Other incoming resources		600	-	600	523
<b>Total incoming resources</b>		<u>115,889</u>	<u>92,746</u>	<u>208,635</u>	<u>216,532</u>
<b>Less: Cost of generating funds</b>					
Fundraising and publicity		-	-	-	(515)
		<u>-</u>	<u>-</u>	<u>-</u>	<u>(515)</u>
<b>Net incoming resources available for charitable application</b>		<u>115,889</u>	<u>92,746</u>	<u>208,635</u>	<u>216,017</u>
<b>Charitable expenditure</b>					
Cost of activities in furtherance of the charity's objects:	3				
Centre Running Costs		(59,346)	(70,815)	(130,161)	(118,105)
Support costs	4	(60,370)	(29,910)	(90,280)	(72,400)
Management and administration	5	(4,300)	(6,803)	(11,103)	(9,924)
<b>Total charitable expenditure</b>		<u>(124,016)</u>	<u>(107,528)</u>	<u>(231,544)</u>	<u>(200,429)</u>
<b>Total resources expended</b>		<u>(124,016)</u>	<u>(107,528)</u>	<u>(231,544)</u>	<u>(200,944)</u>
Transfers between funds		3,004	(3,004)	-	-
<b>Net movement in funds</b>		<u>(5,123)</u>	<u>(17,786)</u>	<u>(22,909)</u>	<u>15,588</u>
Total funds brought forward		54,506	21,400	75,906	60,318
<b>Total funds carried forward</b>		<u>49,383</u>	<u>3,614</u>	<u>52,997</u>	<u>75,906</u>

The notes on pages 9 to 16 form an integral part of these financial statements.



# Cyswllt Ceredigion Contact Limited

## Balance sheet as at 5 April 2005

	Notes	2005 £	2004 £
<b>Fixed assets</b>			
Tangible assets	8	5,026	2,942
<b>Current assets</b>			
Debtors	9	15,920	13,675
Cash at bank and in hand		54,270	69,789
		<u>70,190</u>	<u>83,464</u>
<b>Creditors: amounts falling due within one year</b>	10	<u>(22,219)</u>	<u>(10,500)</u>
<b>Net current assets</b>		47,971	72,964
<b>Net assets</b>		<u>52,997</u>	<u>75,906</u>
<b>Funds</b>			
Unrestricted funds	12	49,383	54,506
Restricted funds	13	3,614	21,400
		<u>52,997</u>	<u>75,906</u>

The trustees' statements required by Section 249B(4) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 9 to 16 form an integral part of these financial statements.

## **Cyswllt Ceredigion Contact Limited**

### **Balance sheet (continued)**

#### **Trustees' statements required by Section 249B(4) for the year ended 5 April 2005**

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by Section 249A(1) of the Companies Act 1985 ;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 249B(2) requesting that an audit be conducted for the year ended 5 April 2005 and

(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 221, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 226 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

The financial statements were approved by the Board on 28th September 2005 and signed on its behalf by

**VC Lowe**  
**Chair of Trustees**



**The notes on pages 9 to 16 form an integral part of these financial statements.**

## **Cyswllt Ceredigion Contact Limited**

### **Notes to the financial statements for the year ended 5 April 2005**

#### **1. Accounting policies**

##### **1.1. Accounting convention**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) and follow the recommendations in 'Accounting and Reporting by Charities: Statement of Recommended Practice' issued in October 2000.

##### **1.2. Designated funds**

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

##### **1.3. Incoming resources**

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Donated assets are included at the value to the charity where this can be quantified and a third party is bearing the cost. The value of services provided by volunteers has not been included.

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

##### **1.4. Resources expended**

Resources expended are recognised in the year in which they are incurred.

The majority of costs are directly attributable to specific activities. Certain shared costs are apportioned to activities in furtherance of the objects of the charity. Office costs and property costs are apportioned in proportion to the floor area occupied by the activity. Staff costs are allocated in the same proportion as directly attributed staff costs.

This is the year of introduction of this method of apportioning costs. Comparative figures have been restated according to this method.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

##### **1.5. Tangible fixed assets and 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:

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.

# Cyswllt Ceredigion Contact Limited

## Notes to the financial statements for the year ended 5 April 2005

### 2. Activities in furtherance of the charity's objects

	Unrestricted funds £	Restricted funds £	2005 £	2004 £
Government sources - grants	17,474	71,297	88,770	85,346
Government sources - service agreements	81,821	12,853	94,674	86,239
Trusts and Businesses - grants	12,500	8,596	21,096	25,269
Community fund grant	-	-	-	12,984
Training provided to others	255	-	255	1,405
	<u>112,050</u>	<u>92,746</u>	<u>204,795</u>	<u>211,243</u>

#### Income receivable during the year by source:

	Income (receivable)/ in advance 06/04/04 £	Income received 2005 £	Income receivable/ (in advance) 05/04/05 £	Income Receivable 2005 £
<b>Government sources - grants</b>				
European Social Funding		65,952	(11,156)	54,796
Substance Misuse Action Plan Fund		10,932		10,932
CCC - Mental Illness Strategy Grant		5,569		5,569
Ceredigion Training		84		84
CCC Social Services		11,714		11,714
Dyfed Powys Probation Service		1,175		1,175
CCC other		4,500		4,500
		<u>99,926</u>	<u>(11,156)</u>	<u>88,770</u>
<b>Government sources - service level agreements</b>				
Supporting people	(9,383)	63,116	13,537	67,270
Local Health Board		1,882		1,882
Community Safety Partnership Treatment Fund		12,669		12,669
Community Safety Partnership Outpatient Treatment Programme		12,853		12,853
	<u>(9,383)</u>	<u>90,520</u>	<u>13,537</u>	<u>94,674</u>
<b>Trusts and Businesses - Grants</b>				
Tudor Trust		15,000	(2,500)	12,500
Henry Smith	4,719	-		4,719
Lloyds TSB	3,877			3,877
	<u>8,596</u>	<u>15,000</u>	<u>(2,500)</u>	<u>21,096</u>
<b>Training provided to others</b>		255		255
<b>Total</b>	<u>(787)</u>	<u>205,701</u>	<u>(119)</u>	<u>204,795</u>
Total grants receivable (Note 9)	(9,383)		13,537	
Total grants in advance (Note 10)	8,596		(13,656)	
	<u>(787)</u>		<u>(119)</u>	

# Cyswllt Ceredigion Contact Limited

## Notes to the financial statements for the year ended 5 April 2005

### 3. Costs of activities in furtherance of the objects of the charity

	Centre running costs £	2005 £	2004 £
Staff costs	72,073	72,073	69,651
Supervision	6,876	6,876	7,568
Staff training	4,583	4,583	6,496
Contact on-line	70	70	-
Rent, rates and service charge	15,359	15,359	15,772
Insurance	514	514	-
Repairs and maintenance	2,685	2,685	2,117
Printing, postage and stationery	4,854	4,854	2,580
Publicity	2,538	2,538	3,478
Telephone	2,474	2,474	1,032
Website	1,332	1,332	2,071
Travelling	1,324	1,324	3,096
Books, materials and resources	1,158	1,158	759
Client expenses	2,619	2,619	433
Detox (not including in-house costs)	11,473	11,473	1,960
General expenses	-	-	8
Subscriptions	229	229	1,084
	<u>130,161</u>	<u>130,161</u>	<u>118,105</u>

### 4. Support costs

	2005 £	2004 £
Staff costs	75,289	60,913
Staff training and other costs	1,391	1,183
Rent, rates and service charge	5,681	5,833
Repairs and maintenance	993	783
Printing, postage and stationery	1,795	954
Telephone	915	382
Computer costs	1,732	-
Travelling	40	695
Depreciation and amortisation	2,441	1,657
Profit/loss on disposal of tangible assets	3	-
	<u>90,280</u>	<u>72,400</u>

# Cyswllt Ceredigion Contact Limited

## Notes to the financial statements for the year ended 5 April 2005

### 5. Management and administration

	2005 £	2004 £
Staff costs	7,667	7,041
Trustee indemnity insurance	552	536
Legal and professional	39	79
Accountancy fees	2,147	2,010
General expenses	545	236
Subscriptions	129	-
Bank charges	24	22
	<u>11,103</u>	<u>9,924</u>

### 6. Operating (deficit)/gain

	2005 £	2004 £
Operating (deficit)/gain is stated after charging:		
Depreciation and other amounts written off tangible assets	2,441	1,657
Loss on disposal of tangible fixed assets	<u>3</u>	<u>-</u>

### 7. Employees

#### Number of employees

The average monthly numbers of employees during the year were:

	2005 Number	2004 Number
Direct charitable work	5	5
Administrative support	4	3
	<u>9</u>	<u>8</u>

#### Employment costs

	Charitable expenditure £	2005 £	2004 £
Wages and salaries	155,029	<u>155,029</u>	<u>137,605</u>

# Cyswllt Ceredigion Contact Limited

## Notes to the financial statements for the year ended 5 April 2005

	Unrestricted £	Restricted £	2005 £	2004 £
Wages and salaries	84,385	70,644	155,029	137,605
	<u>84,385</u>	<u>70,644</u>	<u>155,029</u>	<u>137,605</u>

No employee received remuneration of more than £50,000.

8. Tangible fixed assets	Improvement to leasehold property £	Office equipment £	Total £
<b>Cost</b>			
At 6 April 2004	755	9,231	9,986
Additions	-	4,528	4,528
Disposals	-	(910)	(910)
At 5 April 2005	<u>755</u>	<u>12,849</u>	<u>13,604</u>
<b>Depreciation</b>			
At 6 April 2004	377	6,667	7,044
On disposals	-	(907)	(907)
Charge for the year	377	2,064	2,441
At 5 April 2005	<u>754</u>	<u>7,824</u>	<u>8,578</u>
<b>Net book values</b>			
At 5 April 2005	<u>1</u>	<u>5,025</u>	<u>5,026</u>
At 5 April 2004	<u>378</u>	<u>2,564</u>	<u>2,942</u>

9. Debtors	2005 £	2004 £
Amounts receivable under Service Level Agreements	13,537	9,383
PAYE and other taxes repayable	-	1,531
Prepayments	2,383	2,761
	<u>15,920</u>	<u>13,675</u>

# Cyswllt Ceredigion Contact Limited

## Notes to the financial statements for the year ended 5 April 2005

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

	2005 £	2004 £
Trade creditors	3,390	-
Other taxes and social security costs	3,173	-
Grants received in advance	13,656	8,596
Accruals	2,000	1,904
	<u>22,219</u>	<u>10,500</u>

### 11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 5 April 2005 as represented by:			
Tangible fixed assets	5,026	-	5,026
Current assets	51,826	19,158	70,984
Current liabilities	(7,469)	(15,544)	(23,013)
	<u>49,383</u>	<u>3,614</u>	<u>52,997</u>

### 12. Unrestricted funds

	6 April 2004 £	Incoming £	Outgoing £	Transfers £	5 April 2005 £
General	36,788	115,890	(121,573)	13,251	44,356
Fixed Assets Reserve	2,942	-	(2,444)	4,528	5,026
Training fund	14,776	-	-	(14,776)	-
	<u>54,506</u>	<u>115,890</u>	<u>(124,017)</u>	<u>3,003</u>	<u>49,382</u>

#### Purposes of unrestricted funds

The Fixed Assets Reserve represents the net book value of fixed assets not owned under restrictions. The transfer into the reserve represents the acquisition of fixed assets during the year.

The balance brought forward on the training fund, for training staff, was released to general funds during the year.



## Cyswllt Ceredigion Contact Limited

### Notes to the financial statements for the year ended 5 April 2005

13. Restricted funds	6 April 2004	Incoming	Outgoing	Transfers	5 April 2005
	£	£	£	£	£
Rent	9,139	-	(9,139)	-	-
Manager's salary	7,431	4,719	(12,150)	-	-
Training	760	-	(760)	-	-
Future Communities	4,070	-	(1,376)	-	2,694
Lloyds TSB	-	3,877	(3,877)	-	-
European Social Funding	-	54,796	(52,615)	(1,261)	920
Community Safety Partnership					
Outpatient Treatment Programme	-	12,853	(12,853)	-	-
CCC Mental Illness Strategy	-	5,569	(5,560)	(9)	-
Substance Misuse Action Plan Fund	-	10,932	(9,198)	(1,734)	-
	<u>21,400</u>	<u>92,746</u>	<u>(107,528)</u>	<u>(3,004)</u>	<u>3,614</u>

#### Purposes of restricted funds

The rent fund met costs of renting the charity's premises.

The manager's salary fund met costs of the business manager's post.

The training fund met staff training costs.

The Future Communities fund was applied to meet client's expenses during the year.

The Lloyds TSB fund met part of the costs of staff on the Family Programme.

The European Social Fund meets part of the costs of the Recovery & Work project.

The Community Safety Partnership Outpatient Treatment Programme funded part costs of day treatment and access to detoxification services.

The Substance Misuse Action Plan Fund funded the acquisition of equipment and part running costs of the Drug and Alcohol Awareness Programme and the Family Programme.

The CCC Mental Illness Strategy grant partly funded centre administration salaries.

#### Transfers

The transfer of £9 from the CCC Mental Illness Strategy grant represents the clearing of the end balance on the fund to general funds. The other transfers represent the purchase of fixed assets from restricted funds.

## **Cyswllt Ceredigion Contact Limited**

### **Notes to the financial statements for the year ended 5 April 2005**

#### **14. Financial commitments**

At 5 April 2005 the company had annual commitments under non-cancellable operating leases as follows:

	<b>2005</b>	<b>2004</b>
	<b>£</b>	<b>£</b>
<b>Expiry date:</b>		
Between one and five years	<u>21,820</u>	<u>14,000</u>

#### **15. Transactions with Trustees**

Trustees' expenses of £4 were incurred during the year for 1 trustee.

#### **16. 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.

#### **17. Company Limited by Guarantee**

Cyswllt Ceredigion Contact Limited is a company limited by guarantee and not having a share capital.

Every member of the Charity undertakes to contribute such amount as may be required (not exceeding £10) to the Charity's assets, if it should be wound up, for payment of the charity's debts. If the Charity is wound up or dissolved and after all its debts have been paid there remains any property it shall be given to some other Charity having similar objects.