

LADY McCADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

Registered Charity Number: 10622360/0
Registered Company Number: 3334552

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31ST MARCH 2002



BLAND REYNOLDS
CHARTERED CERTIFIED ACCOUNTANTS
Southend-on-Sea

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

FINANCIAL STATEMENTS

for the year ended 31st March 2002

CONTENTS

| | Page |
|---|--------|
| Charity Information | 1 |
| Trustees' Report including statement of responsibilities | 2 - 3 |
| Auditor's report | 4 |
| Statement of Financial Activities | 5 |
| Balance Sheet | 6 |
| Notes to the financial statements | 7 - 13 |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

CHARITY INFORMATION

31st March 2002

| | |
|-------------------|--|
| INCORPORATED | 17th March 1997 in England and Wales |
| COMPANY NUMBER | 3334552 |
| CHARITY NUMBER | 10622360/0 |
| COMPANY SECRETARY | T.A. Murray |
| TRUSTEES | See Trustee's report |
| REGISTERED OFFICE | 17 - 19 Main Road Hockley Essex |
| PRINCIPAL OFFICE | 1st Floor Hillborough Road Westcliff on Sea Essex |
| BANKERS | Lloyds Bank plc High Street Southend on Sea Essex |
| SOLICITORS | A. Simpson Mill Court 19 London Road Rayleigh Essex SS6 7HW |
| AUDITORS | Bland Reynolds Chartered Certified Accountants Cumberland House 24-28 Baxter Avenue Southend on Sea Essex SS2 6HZ |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

Trustees' Report for the year to 31 March 2002

The Trustees' present their report and the financial statements for the year ended 31st March 2002.

The Charity was incorporated on 17th March 1997 as a company limited by guarantee and not having a share capital.

The Trustees shall consist of not less than three but not more than ten persons being:

- Lady Dorothy McAdden (or her nominee)
- 6 nominated Trustees appointed by the South East Essex Federation of Townswomen's Guilds and
- 3 co-opted Trustees

The appointment of nominated and co-opted Trustees shall be made for a term of four years.

The Trustees who have served during the year were as follows:

Lady Dorothy McAdden
Mrs N Heigho
Mrs M Marsden
Mr E Camp
Mr T Murray
Mr F Medcalf
Mrs P Lonergan
Mr A Simpson

None of the board of trustees have any beneficial interest in any contract to which the charity was party during the year.

Statement of responsibilities

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 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 apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- follow the recommendations of the Charity Commission and applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue.

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, the Charities Act 1993 and the Statement of Recommended Practice (S.O.R.P.) Accounting by Charities. 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.

continued ...

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

Trustees' Report for the year to 31 March 2002 continued

Objects, Organisation and Activities

The Charity is a company limited by guarantee and as such it does not have a share capital. It is governed by its Memorandum and Articles of Association. The Charity is established to preserve and promote the good health of the female population by providing facilities for searching for serious diseases.

Review of financial position

The attached financial statements show the current state of the finances which the Trustees consider to be sound.

Other matters

The Trustees are grateful for the continued generous support of specific benefactors and of donations from the general public which are essential for the Charity's continued survival.

Future strategy

The charity plans continuing the activities as outline above in the forthcoming years subject to satisfactory funding arrangements.

Reserves policy

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be between six months and two years of the resources expended. At this level the trustees are of the opinion that they would be able to continue the current activities of the charity in the event of a significant reduction in funding until replacement funding could be obtained or if this is not sustainable to enable the trustees to manage the requisite changes in services provided. The capital reserve shown in the accounts is adequate in the opinion of the trustees to replace equipment when necessary.

Investment policy

The trustees have considered the most appropriate policy for investing funds and have found that the Treasury Stocks held provide a satisfactory return of 8% and 8.5% in the year.

Risk review

The trustees continue to monitor the major risks to which the charity is exposed. The charity has an indemnity insurance which will reduce the risks to the charity. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and the recording of income. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Auditors

The Auditors, Bland Reynolds, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report is prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Statement of recommended Practice - Accounting and Reporting by Charities.

.....
 On behalf of the Trustees
 Mr E Camp

Date ... 28/1/03

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF

Lady McAdden's Appeal Fund
in association with the
South-East Essex Federation of Townswomens Guilds

We have audited the financial statements Lady McAdden's Appeal Fund for the year ended 31st March 2002 on pages 5 to 13. 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 trustees and auditors

As described on page 2, the trustees, who are also the directors of Lady McAdden's Appeal for the purposes of company law are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding the trustees' remuneration and transactions with the charity is not disclosed.

We read the Trustees Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

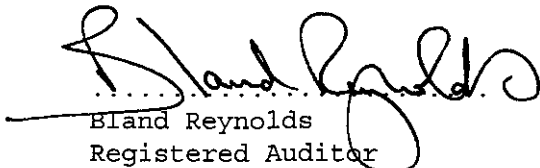
We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates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

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

Opinion

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs as at 31st March 2002 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Date ... 28-1-2003


Bland Reynolds
Registered Auditor
Chartered Certified Accountants
Southend-on-Sea

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)
for the year ended 31st March 2002

| | Notes | Unrestricted Funds 2002 £ | Restricted Funds 2002 £ | Total Funds 2002 £ | Total Funds 2001 £ |
|---|-------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Incoming resources | | | | | |
| Donations | 4 | 259,136 | - | 259,136 | 256,131 |
| Activities to generate funds: | | | | | |
| Charity shop | | 20,995 | - | 20,995 | 22,710 |
| Sale of badges | | 2,000 | - | 2,000 | - |
| Investment income | 9 | 3,742 | - | 3,742 | 3,742 |
| Rents receivable | | 19,200 | - | 19,200 | 16,000 |
| Bank interest receivable | | 2,952 | - | 2,952 | 16,059 |
| Total incoming resources | | 308,025 | - | 308,025 | 314,642 |
| Resources expended | | | | | |
| Costs of generating funds | | | | | |
| Nursing services - salaries | | 90,426 | - | 90,426 | 68,420 |
| Mammography services | 10 | 113,651 | - | 113,651 | 102,563 |
| Ultrasound services | | 1,175 | - | 1,175 | 425 |
| Purchase of badges for resale | | 1,433 | - | 1,433 | - |
| Street collections | | 783 | - | 783 | 257 |
| Shop expenses | 7 | 6,606 | - | 6,606 | 6,855 |
| | | 214,074 | - | 214,074 | 178,520 |
| Charitable expenditure | | | | | |
| Administration | 11 | 103,356 | - | 103,356 | 97,299 |
| Maintenance | 12 | 11,765 | - | 11,765 | 11,314 |
| Depreciation | | 11,231 | 9,410 | 20,641 | 24,433 |
| Exceptional item | | - | - | - | 126,108 |
| | | 126,352 | 9,410 | 135,762 | 259,154 |
| Total resources expended | | 340,426 | 9,410 | 349,836 | 437,674 |
| Net (outgoing) resources for the year | | (32,401) | (9,410) | (41,811) | (123,032) |
| Other recognised gains and losses | | | | | |
| Unrealised investment (loss)/ gain | 14 | (2,243) | - | (2,243) | 1,112 |
| Net movement in funds | | (34,644) | (9,410) | (44,054) | (121,920) |
| Balance brought forward at 1.4.01 | | 365,728 | 146,554 | 512,282 | 634,202 |
| Balance carried forward at 31.3.02 | | 331,084 | 137,144 | 468,228 | 512,282 |

The notes on pages 7 - 13 form part of these financial statements.

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

BALANCE SHEET

at 31st March 2002

| | Note | £ | 2002 £ | £ | 2001 £ |
|---|------|----------|----------------|----------------|----------------|
| Fixed assets | | | | | |
| Tangible assets | 13 | | 235,820 | | 256,109 |
| Investments | 14 | | 51,082 | | 53,324 |
| | | | <u>286,902</u> | | <u>309,433</u> |
| Current assets | | | | | |
| Debtors | 15 | 14,531 | | 26,820 | |
| Cash at bank and in hand | | 221,260 | | 209,176 | |
| | | | <u>235,791</u> | <u>235,996</u> | |
| Creditors: amounts falling due within one year | 16 | (54,465) | | (33,147) | |
| Net current assets | | | <u>181,326</u> | | <u>202,849</u> |
| Total assets less current liabilities | | | <u>468,228</u> | | <u>512,282</u> |
| Funds | | | | | |
| Unrestricted funds | 2 | | 331,084 | | 365,728 |
| Restricted funds | 3 | | 137,144 | | 146,554 |
| Total members' funds | | | <u>468,228</u> | | <u>512,282</u> |

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies. and with the Financial Reporting Standard for Smaller Entities (effective June 2002)

The financial statements on pages 5 to 13 were approved by the board of trustees on ..28-1-2003 and signed on its behalf by:

.....
Mr E Camp
Trustee

The notes on pages 7 - 13 form part of these financial statements.

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), the Companies Act 1985 and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice issued in October 2000.

The charity has taken advantage of the exemption from preparing a cash flow statement on the grounds that it qualifies as a small company under the Companies Act 1985.

Fixed Asset Investments

Fixed Asset Investments are stated at the mid-market value at the Balance Sheet date. Gains or losses arising on the revaluation are recognised in the Statement of Financial Activities and credited or charged to the Unrestricted Funds.

Depreciation

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:

| | |
|-----------------------------|------------------------|
| Buildings | 30 Years Straight Line |
| Other tangible fixed assets | 25% Reducing Balance |

Leased assets

Rentals paid under operating leases are charged to income as incurred.

2 Unrestricted Funds

| | Balance 1/4/01 £ | Incoming Resources £ | Expenditure £ | Balance 31/3/02 £ |
|-------------------------------|------------------------|----------------------------|------------------|-------------------------|
| General Fund | 296,789 | 308,025 | (342,669) | 262,145 |
| Designated Capital Reserve | 68,939 | - | - | 68,939 |
| | <u>365,728</u> | <u>308,025</u> | <u>(342,669)</u> | <u>331,084</u> |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

3 Restricted Funds

The income funds of the charity include restricted funds comprising the following unexpended balance of donations and grants to be applied for specific purposes.

| | Balance 1/4/01 £ | Incoming Resources £ | Expenditure £ | Balance 31/3/02 £ |
|-----------------------------|------------------------|----------------------------|------------------|-------------------------|
| Mammography Equipment Fund | 1,969 | - | (492) | 1,477 |
| Building (Contingency) Fund | 144,585 | - | (8,918) | 135,667 |
| | <u>146,554</u> | <u>-</u> | <u>(9,410)</u> | <u>137,144</u> |

4 Donations and Gifts

| | Unrestricted Funds £ | Restricted Funds £ | Total 2002 £ | Total 2001 £ |
|---------------------|----------------------------|--------------------------|--------------------|--------------------|
| General Donations* | 51,678 | - | 51,678 | 24,702 |
| Unit Boxes | 100,787 | - | 100,787 | 82,421 |
| In Memory | 1,697 | - | 1,697 | 5,145 |
| Essex Hospital Fund | 23,828 | - | 23,828 | 34,600 |
| Fielder Trust | 15,000 | - | 15,000 | 20,000 |
| Street collections | 16,993 | - | 16,993 | 17,385 |
| Events in aid | 5 4,591 | - | 4,591 | 20,543 |
| Legacies | 6 44,562 | - | 44,562 | 51,335 |
| | <u>259,136</u> | <u>-</u> | <u>259,136</u> | <u>256,131</u> |

* General Donations Over £1,000

| | £ |
|-------------------------------|--------|
| Mrs Townley | 17,131 |
| Glendale Leisure | 1,673 |
| Royal Bank of Scotland | 4,500 |
| Rochford Hundred R.F.C. | 1,000 |
| Rotary Club of Mardyke Valley | 2,000 |
| Rotary Club of Westcliff | 2,000 |
| Hadleigh Conservative Club | 1,054 |
| North Thames Ladies Auxiliary | 1,500 |

5 Events in Aid

Events in Aid over £1,000

| | £ |
|------------|-------|
| Lloyds TSB | 1,009 |

6 Legacies

Legacies over £1,000

| | £ |
|---------------------------------------|--------|
| Re the late Mrs Gladys S J Muggeridge | 32,081 |
| Re the late Ms Ivy Morris | 11,269 |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

7 Shop expenses

| | Total 2002 £ | Total 2001 £ |
|-----------------------------|--------------------|--------------------|
| Rent | 3,738 | 3,813 |
| Rates | 649 | 600 |
| Insurance | 36 | 35 |
| Heat and light | 355 | 433 |
| Cleaning and waste disposal | 126 | 64 |
| Repairs and renewals | 233 | 130 |
| Motor expenses | 825 | 895 |
| Shop volunteer expenses | 644 | 885 |
| | <u>6,606</u> | <u>6,855</u> |

8 Net incoming resources for the year

| | 2002 £ | 2001 £ |
|---|---------------|---------------|
| This is stated after charging: | | |
| Operating leases: | | |
| Hire of equipment | 706 | 687 |
| Audit and accountancy fees | 2,670 | 2,056 |
| Depreciation of tangible fixed assets (note 13) owned assets | <u>20,641</u> | <u>24,433</u> |

9 Investment income

| | Unrestricted Funds £ | Restricted Funds £ | Total 2002 £ | Total 2001 £ |
|--------------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Interest on UK Quoted Investments | <u>3,742</u> | <u>-</u> | <u>3,742</u> | <u>3,742</u> |

10 Radiology services

| | Unrestricted Funds £ | Restricted Funds £ | Total 2002 £ | Total 2001 £ |
|------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| Medical Salaries | 36,052 | - | 36,052 | 34,648 |
| Radiography Salaries | 52,083 | - | 52,083 | 53,082 |
| Purchase of materials | 13,597 | - | 13,597 | 10,047 |
| Maintenance of equipment | 7,469 | - | 7,469 | 4,786 |
| Radiation protection support | 4,450 | - | 4,450 | - |
| | <u>113,651</u> | <u>-</u> | <u>113,651</u> | <u>102,563</u> |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

11 Administration

| | Unrestricted Funds | Restricted Funds | Total 2002 | Total 2001 |
|-----------------------------------|-----------------------|---------------------|----------------|---------------|
| | £ | £ | £ | £ |
| Reception salaries | 24,590 | - | 24,590 | 24,187 |
| Administation salaries | 45,644 | - | 45,644 | 43,746 |
| Secretarial honourarium | 1,000 | - | 1,000 | 1,000 |
| Treasurer's expenses | 1,500 | - | 1,500 | 1,500 |
| Advertising | 3,113 | - | 3,113 | 2,964 |
| Training,confererences & seminars | 4,531 | - | 4,531 | 4,280 |
| Meetings and hospitality | 176 | - | 176 | 286 |
| Telephone | 2,158 | - | 2,158 | 1,585 |
| Uniforms | 259 | - | 259 | 535 |
| Bank charges | 412 | - | 412 | 379 |
| Printing and stationery | 8,179 | - | 8,179 | 5,378 |
| Postage | 2,310 | - | 2,310 | 2,159 |
| Computer software and maintenance | 1,939 | - | 1,939 | 2,521 |
| Hire of equipment | 706 | - | 706 | 687 |
| Sundry expenses | 556 | - | 556 | 376 |
| Medical malpractice insurance | 3,613 | - | 3,613 | 3,399 |
| Legal and professional fees | - | - | - | 261 |
| Audit and accountancy fees | 2,670 | - | 2,670 | 2,056 |
| | <u>103,356</u> | <u>-</u> | <u>103,356</u> | <u>97,299</u> |

12 Maintenance

| | Unrestricted Funds | Restricted Funds | Total 2002 | Total 2001 |
|-------------------------|-----------------------|---------------------|---------------|---------------|
| | £ | £ | £ | £ |
| Gas | 777 | - | 777 | 893 |
| Electricity | 197 | - | 197 | 198 |
| Cleaning and laundry | 4,646 | - | 4,646 | 4,093 |
| Repairs and decorations | 1,772 | - | 1,772 | 2,334 |
| Insurances | 3,615 | - | 3,615 | 3,288 |
| Water | 758 | - | 758 | 508 |
| | <u>11,765</u> | <u>-</u> | <u>11,765</u> | <u>11,314</u> |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

13 Tangible fixed assets

| Cost | Medical Equipment £ | Fixtures and other Equipment £ | Leasehold Buildings £ | Total £ |
|------------------------|---------------------------|---|-----------------------------|------------|
| 1st April 2001 | 116,820 | 67,442 | 266,968 | 451,230 |
| Additions | - | 352 | - | 352 |
| 31st March 2002 | 116,820 | 67,794 | 266,968 | 451,582 |
| Depreciation | | | | |
| 1st April 2001 | 79,204 | 58,518 | 57,399 | 195,121 |
| Charge for the year | 9,404 | 2,319 | 8,918 | 20,641 |
| 31st March 2002 | 88,608 | 60,837 | 66,317 | 215,762 |
| Net book amount | | | | |
| 31st March 2002 | 28,212 | 6,957 | 200,651 | 235,820 |
| 1st April 2001 | 37,616 | 8,924 | 209,569 | 256,109 |

Buildings represents the cost of construction of the charity's premises on land owned by Southend Hospital NHS Trust. The charity were granted a 30 year lease in 1994 and consequently the buildings are depreciated over the life of the lease.

14 Investments

| | 2002 £ | 2001 £ |
|--|-----------|-----------|
| UK Quoted Investments | | |
| Market Value 1st April 2001 | 53,324 | 52,212 |
| Net unrealised investment (losses)/gains | (2,243) | 1,112 |
| Market Value 31st March 2002 | 51,081 | 53,324 |
| Original Cost | 45,131 | 45,131 |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

15 Debtors

| | 2002 | 2001 |
|-------------------------------------|---------------|---------------|
| | £ | £ |
| Amounts falling due within one year | | |
| Income tax recoverable | 1,618 | 67 |
| Other debtors | 660 | - |
| Prepayments and accrued income | 12,253 | 26,753 |
| | <u>14,531</u> | <u>26,820</u> |

16 Creditors: amounts falling due within one year

| | 2002 | 2001 |
|-----------------|---------------|---------------|
| | £ | £ |
| Trade creditors | 46,752 | 29,794 |
| Accruals | 7,713 | 3,353 |
| | <u>54,465</u> | <u>33,147</u> |

17 Member's funds

In the event that the charity should be wound up or dissolved any assets that remain after all its debts have been satisfied shall be given or transferred to some other charity(s) having similar objects and shall not be paid to or distributed to the members of the charity.

The liability of the members is limited and every member of the company undertakes to contribute such amounts as may be required (not exceeding £10) to the charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member.

18 Staff Costs

| | 2002 | 2001 |
|-----------------------|----------------|----------------|
| | £ | £ |
| Salaries | 233,712 | 210,550 |
| Social security costs | 15,084 | 13,533 |
| | <u>248,796</u> | <u>224,083</u> |

No employees earned over £50,000 during the year.

The average total number of employees, by function, was:

| | 2002 | 2001 |
|----------------|------|------|
| Medical | 2 | 1 |
| Nursing | 5 | 4 |
| Radiography | 5 | 5 |
| Administration | 3 | 3 |
| Reception | 5 | 4 |

LADY McADDEN'S APPEAL
in association with the
South-East Essex Federation of Townswomens Guilds

NOTES ON FINANCIAL STATEMENTS

31st March 2002

19 Analysis of Assets between funds

| | Tangible Assets £ | Investments £ | Net Current Assets £ | Total £ |
|--------------------|-------------------------|------------------|-------------------------------|----------------|
| Restricted funds | 137,144 | - | - | 137,144 |
| Unrestricted funds | 98,676 | 51,082 | 181,326 | 331,084 |
| | <u>235,820</u> | <u>51,082</u> | <u>181,326</u> | <u>468,228</u> |

20 Guarantees and other financial commitments

Financial commitments under non-cancellable operating leases will result in the following payments falling due in the year to 31st March 2003.

| | 2002 Land and Buildings £ | 2002 Plant & Other £ | 2001 Land & Buildings £ | 2001 Plant & Other £ |
|--------------------------------------|------------------------------------|-------------------------------|----------------------------------|-------------------------------|
| Expiring Within two to five years | <u>-</u> | <u>545</u> | <u>-</u> | <u>545</u> |

21 Related party transactions

Mr E Camp, the Treasurer, received a contribution towards expenses of £1,500.

Mrs M Marsen received £1,000 honourarium for secretarial work.

Mrs N Heigho organises the street collection and was re-imbursed the sum of £279.

23 Indemnity insurance

The charity paid £3,909 in respect of medical malpractice insurance to protect the charity from loss arising from the neglect or defaults of its trustees and employees. £2,228 has been carried forward to 2002/2003.