

LADY McADDEN'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 1998



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 1998

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The comparative figures shown refer to the unincorporated organisation.

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CHARITY INFORMATION

31st March 1998

INCORPORATED	17th March 1997 in England and Wales
COMPANY NUMBER	3334552
CHARITY NUMBER	10622360/0
COMPANY SECRETARY	T.A. Murray
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	T.A. Murray 17 -19 Main Road Hockley Essex
AUDITORS	Bland Reynolds Chartered Certified Accountants Cumberland House 24-28 Baxter Avenue Southend on Sea Essex, SS2 6HZ

LADY McADDEN'S APPEAL
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Trustees' Report for the year to 31 March 1998

The Trustees' present their report and the financial statements for the year ended 31st March 1998.

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

The incorporated charity has succeeded the unincorporated organisation of the same name. The comparative figures shown in the financial statements refer to the unincorporated organisation.

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
Dr G V Griffin
Mrs N Heigho
Mrs M Marsden (appointed 8.5.97)
Mr E Camp (appointed 8.5.97)
Mr T Murray (appointed 8.5.97)
Dr M Sibellas (appointed 8.5.97)
Mr N Rothnie (appointed 8.5.97)
Mr F Medcalf (appointed 25.11.97)

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 company 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
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Trustees' Report for the year to 31 March 1998 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.

Finances


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.

Auditors

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


On behalf of the Trustees
~~Mr. N. Rothnie~~
T. A. MURRAY

Date 21st July 1998

LADY McADDEN'S APPEAL
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AUDITORS REPORT

Auditors report 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 on pages 5 to 14 which have been prepared under the accounting policies set out on page 8.

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 financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

Basis of opinion

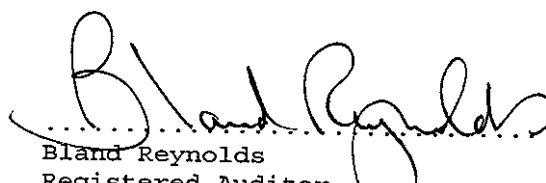
We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the judgements made by the Trustees in 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 as to whether the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. 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 charitable company's state of the affairs as at 31st March 1998 and of its incoming resources and application of resources, in the year then ended and have been properly prepared in accordance with the Companies Act 1985, the Charities Act 1993 and the Statement of Recommended Practice (S.O.R.P) Accounting by Charities.

Date.....4/9/1998


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

LADY McADDEN'S APPEAL
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STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31st March 1998

	Notes	Unrestricted Funds 1998 £	Restricted Funds 1998 £	Total Funds 1998 £	Total Funds 1997 £
Income and Expenditure					
Incoming resources					
Donations and Gifts	4	229,189	-	229,189	215,597
Grants	5	57,698	-	57,968	60,400
Street Collections	6	25,329	-	25,329	22,436
Events in Aid	7	12,421	-	12,421	14,646
Legacies		17,632	-	17,632	600
Investment Income	8	3,853	-	3,853	3,691
Bank Deposit interest		11,825	-	11,825	10,211
Sale of Cards		1,300	-	1,300	-
Rents Receivable		16,000	-	16,000	16,000
Total incoming resources		375,517	-	375,517	343,581
Resources expended					
Direct charitable expenditure					
Nursing Services-Salaries		108,888	-	108,888	105,898
Mammography Services	9	78,537	-	78,537	60,084
Ultrasound Services	10	-	-	-	2,712
Breast Care Fund		-	-	-	155
		187,425	-	187,425	168,849
Other expenditure					
Street Collections		476	-	476	802
Administration	11	83,704	-	83,704	82,174
Maintenance	12	11,980	-	11,980	10,513
Depreciation		12,418	8,836	21,254	20,258
(Profit)/Loss on asset disposal		(455)	-	(455)	3,911
		108,123	8,836	116,959	117,658
Total resources expended		295,548	8,836	304,384	286,507
Net incoming resources before transfers					
		79,969	(8,836)	71,133	57,074
Transfers between funds		-	-	-	-
Net incoming resources for the year		79,969	(8,836)	71,133	57,074
Other recognised Gains and Losses					
Gains and losses on investments:					
Unrealised Investment gain 14		6,043	-	6,043	1,236
Net movement in funds		86,012	(8,836)	77,176	58,310
Balances brought forward at 1.4.97		407,326	180,175	587,501	529,191
Balances carried forward at 31.3.98		493,338	171,339	664,677	587,501

The notes on pages 8 - 14 form part of these financial statements.

The comparative figures shown refer to the unincorporated organisation.

LADY McADDEN'S APPEAL
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INCOME AND EXPENDITURE ACCOUNT

for the year ended 31st March 1998

	1998 £	1997 £
Income	375,517	343,578
Direct charitable expenditure	(187,425)	(168,848)
Gross surplus	188,092	174,730
Other expenditure		
Administrative expenses	(116,959)	(117,658)
Excess of income over expenditure before taxation	71,133	57,074
Taxation	-	-
Excess of income over expenditure	71,133	57,074

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

for the year ended 31st March 1998

	1998 £	1997 £
Surplus for the financial year	71,133	57,074
Unrealised gain on investment	6,043	1,236
Total gains recognised	77,176	58,310

Movements in reserves are shown in notes 2 and 3.

None of the charity's activities were acquired or discontinued during the above year.

The notes on pages 8 - 14 form part of these financial statements.

The comparative figures shown refer to the unincorporated organisation.

LADY McADDEN'S APPEAL
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BALANCE SHEET

at 31st March 1998

	Note	1998		1997	
		£	£	£	£
Fixed assets					
Tangible assets	13		271,165		276,049
Investments	14		52,498		46,455
			<u>323,663</u>		<u>322,504</u>
Current assets					
Debtors	15	14,446		9,521	
Cash at bank and in hand		349,159		257,599	
			<u>363,605</u>		<u>267,120</u>
Creditors: amounts falling due within one year	16	(22,591)		(2,123)	
Net current assets			<u>341,014</u>		<u>264,997</u>
Total assets less current liabilities			<u>664,677</u>		<u>587,501</u>
Funds					
Unrestricted	2		493,338		407,326
Restricted	3		171,339		180,175
			<u>664,677</u>		<u>587,501</u>

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements on pages 5 to 14 were approved by the board of trustees on 21st July 1998 and signed on its behalf by:


Mr E Camp
Trustee

The notes on pages 8 - 14 form part of these financial statements.

The comparative figures shown refer to the unincorporated organisation.

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NOTES ON FINANCIAL STATEMENTS

31st March 1998

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost accounting rules.

The charity has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No. 1 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
Medical Equipment	25% Reducing Balance
Computer Equipment	25% Reducing Balance
Office Equipment	25% Reducing Balance

2 Unrestricted Funds

	Balance 1/4/97	Movement for the year (net)	Balance 31/3/98
	£	£	£
Capital Reserve	44,687	-	44,687
General Fund	303,637	86,012	389,649
Replacement Reserve	59,002	-	59,002
Designated Funds (note 18)	-	-	-
	<u>407,326</u>	<u>86,012</u>	<u>493,338</u>

3 Restricted Funds

	Balance 1/4/97	Movement for the year (net)	Balance 31/3/98
	£	£	£
Building (Contingency) Fund	180,175	(8,836)	171,339
	<u>180,175</u>	<u>(8,836)</u>	<u>171,339</u>

The comparative figures shown refer to the unincorporated organisation.

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NOTES ON FINANCIAL STATEMENTS

31st March 1998

4 Donations and Gifts

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
General Donations*	49,786	-	49,786	47,915
Unit Boxes	150,333	-	150,333	145,967
In Memory	4,857	-	4,857	4,020
Give As You Earn	-	-	-	344
Other Income:				
- Tilbury Shop	24,213	-	24,213	17,351
	<u>229,189</u>	<u>-</u>	<u>229,189</u>	<u>215,597</u>

* General Donations Over £1,000

Mrs Townley	19,733
Van der Bergh Foods	1,741
Mr. Bolton	1,000
Westcliff High School	9,670
Townswomens Guilds	1,819

5 Grants

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Essex Hospital Fund	29,000	-	29,000	32,000
S. E. Essex Health Authority	28,968	-	28,968	28,400
	<u>57,968</u>	<u>-</u>	<u>57,968</u>	<u>60,400</u>

6 Street Collections

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Total	<u>25,329</u>	<u>-</u>	<u>25,329</u>	<u>22,436</u>

The comparatives figures shown refer to the unincorporated organisation.

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NOTES ON FINANCIAL STATEMENTS

31st March 1998

7 Events in Aid

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Total*	12,421	-	12,421	14,646

* Events in Aid over £600

Mrs. Edwards	2,275
Mrs. Linzell	976
Mrs. Thomas	875
Miss. Vosenga	824
Asian Cultural Society	1,000
Thorpe Bay Lodge	875

8 Investment income

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Interest on UK Quoted Investments	3,853	-	3,853	3,691

9 Mammography Services

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Medical Salaries	26,221	-	26,221	7,665
Radiography Salaries	36,911	-	36,911	32,163
Expenses	15,405	-	15,405	20,256
	78,537	-	78,537	60,084

10 Ultrasound Services

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Salaries	-	-	-	2,668
Expenses	-	-	-	44
	-	-	-	2,712

The comparatives figures shown refer to the unincorporated organisation.

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NOTES ON FINANCIAL STATEMENTS

31st March 1998

11 Administration

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Treasurer's Expenses	1,500	-	1,500	1,500
Reception Salaries	27,725	-	27,725	31,850
Administration Salaries	32,096	-	32,096	26,428
Staff Advertising	693	-	693	318
Training/Conferences/Seminars	1,088	-	1,088	987
Computer				
- Software and Maintenance	247	-	247	523
Postage	2,476	-	2,476	2,819
Printing and Stationery	5,710	-	5,710	6,391
Telephones	3,154	-	3,154	2,593
Uniforms	87	-	87	178
Legal Fees	1,654	-	1,654	2,938
Sundries	79	-	79	33
Audit Fees	1,763	-	1,763	1,636
Hospitality	-	-	-	77
Meetings	78	-	78	61
Travelling Expenses	-	-	-	18
Shop Expenses	5,230	-	5,230	3,643
Events in Aid Expenses	-	-	-	181
	<u>83,704</u>	<u>-</u>	<u>83,704</u>	<u>82,174</u>

12 Maintenance

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Insurance	3,254	-	3,254	2,728
Water	451	-	451	787
Repairs and Decorations	3,631	-	3,631	1,619
Gas	675	-	675	866
Electricity	172	-	172	190
Cleaning & Laundry	3,797	-	3,797	4,323
	<u>11,980</u>	<u>-</u>	<u>11,980</u>	<u>10,513</u>

The comparatives figures shown refer to the unincorporated organisation.

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NOTES ON FINANCIAL STATEMENTS

31st March 1998

13 Tangible fixed assets

Cost	Computer Equipment £	Medical Equipment £	Office Equipment £	Leasehold Buildings £	Total £
1st April 1997	19,072	103,029	29,614	263,419	415,134
Additions	16,164	-	-	1,150	17,314
Disposals	-	(2,239)	-	-	(2,239)
31st March 1998	35,236	100,790	29,614	264,569	430,209
Depreciation					
1st April 1997	16,648	76,185	24,442	21,810	139,085
Charge for year	4,647	6,478	1,293	8,836	21,254
Disposals	-	(1,294)	-	-	(1,294)
31st March 1998	21,295	81,369	25,735	30,646	159,045
Net book amount					
31st March 1998	13,941	19,421	3,879	233,924	271,165
1st April 1997	2,424	26,844	5,172	241,609	276,049

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

	1998 £	1997 £
UK Quoted Investments		
Market Value 1st April 1997	46,455	45,219
Net unrealised investment gains	6,043	1,236
Market Value 31st March 1998	52,498	46,455
Original Cost	45,131	45,131

The comparatives figures shown refer to the unincorporated organisation.

LADY MCADDEN'S APPEAL
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NOTES ON FINANCIAL STATEMENTS

31st March 1998

15 Debtors

Amounts falling due within one year

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Bank Interest Receivable	-	-	-	540
Income Tax Recoverable	76	-	76	195
Prepayments	14,370	-	14,370	8,786
	<u>14,446</u>	<u>-</u>	<u>14,446</u>	<u>9,521</u>

16 Creditors: amounts falling due within one year

	Unrestricted Funds £	Restricted Funds £	Total 1998 £	Total 1997 £
Trade creditors	20,518	-	20,518	-
Accruals	2,073	-	2,073	2,123
	<u>22,591</u>	<u>-</u>	<u>22,591</u>	<u>2,123</u>

17 Reconciliation of movements in members' funds

	1998 £	1997 £
Surplus for the financial year	71,133	57,074
Other recognised gains relating to the year (net)	<u>6,043</u>	<u>1,236</u>
Net addition to members' funds	77,176	58,310
Opening members' funds	<u>587,501</u>	<u>529,191</u>
Closing members' funds	<u>664,677</u>	<u>587,501</u>

If the charity is wound up or dissolved and after all its debts have been satisfied there remains any property it shall not be paid to or distributed to the members of the charity, but shall be given or transferred to some other charity(s) having similar objects.

The comparative figures shown refer to the unincorporated organisation.

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NOTES ON FINANCIAL STATEMENTS

31st March 1998

18 Staff Costs

	1998 £	1997 £
Salaries and Social Security Costs	231,840	206,671

No employees earned over £40,000 during the year.

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

	1998	1997
Medical	1	1
Nursing	8	8
Radiography	3	2
Administration	2	2
Reception	5	6

19 Designated funds

	Balance 1/4/97 £	New Designations £	Utilised £	Balance 31/3/98 £
New computer equipment	-	9,670	9,670	-

20 Analysis of Assets between funds

	Tangible Assets £	Investments £	Net Current Assets £	Total £
Restricted funds	-	-	171,339	171,339
Unrestricted funds	271,165	52,498	169,675	493,338
	271,165	52,498	341,014	664,677

21 Guarantees and other financial commitments

At 31st March 1998, the charity had entered into an agreement for the acquisition of air conditioning units at a cost of £3200. At 31st March 1998 the charity had paid a deposit of 25%.

At 31st March 1998, the charity had an annual commitments of £4,000 for the rental of a shop unit at Tilbury.

22 Related party transactions

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

Mrs N Heigho organises the street collection and was re-imbursed the sum of £476 in respect of expenses incurred thereon.

Mr T Murray provides legal services to the charity and he was reimbursed the sum of £1,504 as a contribution towards his legal services.

The comparatives figures shown refer to the unincorporated organisation.