FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008

Company Registered Number: 03719101

Charity Commission Reference Number: 1084124

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FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2008

Contents:

	Page:
Significant Information	1
Trustees' Report	2
Auditors' Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes	6–12

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees/Directors:

J McLaughlin

M Wilkinson

F White

R McDowell J Needham

D Organ

Secretary:

R Pearson

Senior Management Team

R Pearson

Auditors:

Little & Company

45 Park Road

Gloucester

GL1 1LP

Bankers:

HSBC plc

109 Bath Road

Cheltenham

Glos.

Solicitors:

Bretherton Price Elgood

St. James' House

St. James' Square

Cheltenham. GL50 3PR

Registered Office:

Twigworth Court Business Centre

Tewkesbury Road

Gloucester GL2 9PL

Charity Registration Number:

1084124

Company Registration Number:

03719101

COMMUNITY FOSTER CARE TRUSTEES' REPORT

Year ending 31st March 2008

The Trustees presents its report and audited financial statements for the year ended 31st March 2008.

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on the 24 February 1999 and registered as a charity on 15 December 2000. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Article of Association.

Recruitment and Appointment of Trustees

The directors of the company are also trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association, the Trustees are elected to serve for a period of one year after which they must be re-elected at the next AGM. At the AGM on 5 December 2007, six Trustees were proposed and accepted. The Chair and the Carer's Representative were also proposed and seconded.

All of the Charity's work focuses upon children and young people and the Board of Trustees have sought to ensure that the needs of this group are appropriately reflected on the Board. A foster carer is elected annually to represent the views of the carers.

Traditional business skills are well represented on the Board of Trustees although Trustees with expertise in the areas of HR and Accounts would strengthen the Board and allow for a dedicated Company Secretary rather than the CEO as at present. The Board is always seeking to ensure it has the appropriate skill sets required to further develop the company.

Trustee Training

All Trustees are required to undertake annual training along with prospective Trustees to familiarise themselves with all aspects of the Company and the context within which it operates. Trustees training generally comprises:

- The obligations of Trustees
- The main documents which set out the operational framework for the charity including the Memorandum and Articles and the Fostering Services Regulations 2002.

Risk Management

The Company's policies are regularly reviewed in light of new guidance and/or legislation received from the government. The Agency strives for excellence in all its work and is committed to ensuring the appropriate Regulations are adhered to which protects the child in placement, the foster carers, the staff group and the Board of Trustees.

The health and safety of employees is constantly under review and procedures are in place to ensure compliance with the health and safety of our staff, volunteers, carers and visitors. The health and safety of children and foster carers are given the highest priority and the governance for this is dictated under the Fostering Services Regulations 2002.

Organisational Structure

Community Foster Care has a board of six Trustees in addition to a social work adviser and a foster carer's representative. The Trustees are responsible for the strategic direction of the company and meet every 6-8 weeks.

The day to day responsibility for the provision of the services rests with the Chief Executive along with the Senior Management Team. The Chief Executive is responsible for ensuring that the charity delivers the services specified and that key performances are met. The Service Manager – Fostering, appointed in January 2008, is responsible for the day to day running of the social work side of the charity and the Financial Administrator is responsible for collating the financial records for authorisation by the Chief Executive.

Objectives and Activities

Community Foster Care introduced an innovative approach to the recruitment of foster carers. Potential foster carers are targeted from Gloucestershire and Swindon, including socially and economically disadvantaged areas. There are many benefits to this, including bringing regeneration to the region, and keeping children in their familiar environment.

Community Foster Care aims to provide:

- A commitment to a child centred approach.
- High quality foster care in a family setting for children and young people.
- Respect for racial, cultural, and religious backgrounds of all the children and young people.
- Care for the disability, gender or sexuality of fostered children during the matching process.
- 24 hour support for foster carers
- Carers who will respect the children's rights in their homes under the UN Convention on Children's rights and not to administer corporal punishment to any child.
- A commitment to the ongoing learning and training of foster carers, including NVQ III Caring for Children and Young People.
- A commitment to the ongoing learning and training of all Family Support Workers and Social Workers employed by Community Foster Care and all other support staff.

A business plan has been completed covering a three year period setting out the tasks to be undertaken to achieve the Company's objectives of consolidation of existing services and also expansion in the Swindon area. The Company requires a monthly report from its Chief Executive Officer which includes a review of objective tracking.

Achievements and Performance

Community Foster Care provided foster care placements for 34 children in the period April 2007-2008 with 22 children in placement at the end of the year. The company has 23 approved foster carers providing a range of services including placements for children who have disabilities, sibling groups and teenagers on a short term, long term, emergency and respite care basis. The number of local authorities who placed with Community Foster care was 11 with Gloucester being the main provider of placements.

From April 2007 the company developed new skills with its foster carers and provided foster placements for unaccompanied asylum seekers and parent child assessments which have been well received by the local authorities. Community Foster Care has also added supported lodgings to its portfolio to assist with the numbers of young people reaching 18 years but not ready to live with a level of support.

The company is regulated by Ofsted and is inspected on an annual basis. The last inspection took place in November 2007 and concluded in December 2007; in summary we were deemed to do well in:

- Putting children first
- · Excellent placement stability
- Good management systems
- Good networking
- Committed to achieving excellence

The inspection set out four recommendations to improve the quality and standard of care which were

- Prepare prospective carers for their attendance at fostering panel
- Develop consultation with children with disabilities
- Produce the children's guides in a different format
- Provide a summary in case records of any changes to the child's placing authority's plan for their care in advance of LAC reviews.

These areas have been addressed and will be reflected in the next Ofsted Inspection due November 2008.

Financial Review

The company has experienced exceptional items which are reflected in the accounts and are unlikely to re-occur; these costs are the result of company restructuring and the settlement of a HMRC bill following an employer review. The company's improved standards of quality assurance and processes have been reflected in the Ofsted report and by HMRC. The level of staff members now reflect the work undertaken by the company and the attention to cost control has started to put the company in a much stronger position and gives a secure platform for growth.

No funding has been received through external fundraising, all income has come from contracts with Local Authorities.

Investment Policy

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long term investment. In the current year £20,000 was moved from the reserve account to assist with the exceptional items noted above.

Reserves Policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the company. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of expenditure. Unrestricted funds at 31 March 2008 represented approximately six months expenditure (excluding carers payments). These reserves are needed to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding.

Plans for the Future Periods

The charity plans continuing the activities outlined above in the forthcoming years. Plans are also being developed to increase the professional support offered to both carers and the foster children. The areas which the agency will continue to prioritise are:

- Education ensuring looked after children reach their potential
- Training of foster carers and staff to include other agencies where appropriate
- Children Workforce Development Council all foster carers to reach the standard by 2011
- Management Information System to improve the collation and analysis of information
- Block purchase contracts providing security for the company

Responsibilities of the Trustees

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are prudent and reasonable; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at the time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the company and

hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Board of Trustees

Members of the Board of Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page one of this report.

In accordance with company law, as the company's directors, we certify that:

- So far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- As the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of this information.

Auditors

Little & Co were re-appointed as the charitable company's auditors at the AGM on 5 December 2007 and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice; Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Board of Trustees on 9 October 2008 and signed on its behalf by:

J. McLaughlin (Chair

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF COMMUNITY FOSTER CARE

We have audited the financial statements of Community Foster Care for the year ended 31 March 2008 which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the company's members as a body. Our audit work has been undertaken so that we might state to the company's members 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 company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The Trustees' (who are also the directors of Community Foster Care for the purposes of company law) responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Standards) are set out in the Statement of Trustees' Responsibilities. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

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 whether, in our opinion, the Trustees' Report is consistent with the financial statements. In addition we report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all of the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read the Trustees' Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 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 information and explanations which we consider necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from 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.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard- Provisions Available for Small Entities, in the circumstances set out in note 16 to the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 March 2008 and of its incoming resources and application of resources
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' report is consistent with the financial statements.

Little & Company
Chartered Accountants
Registered Auditors
45 Park Road
Gloucester

Date: 10 October 2008

Page 4

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2008

		General Funds £	Restricted Funds £	Total 2008 £	Total 2007 £
INCOMING RESOURCES Incoming resources from generated funds	Note				
Voluntary Income Incoming resources from Charitable activities		210	-	210	-
Local Authority Contracts	2	983,963	-	983,963	975,631
Activities to Generate Funds Investment income					
-Bank interest received		10,837	-	10,837	9,761
Room hire		14,535	-	14,535	10,820
Other incoming resources		5,975		5,975	7,570
Total incoming resources		1,015,520		1,015,520	1,002,782
RESOURCES EXPENDED					
Cost of generating funds	3	-	-	-	-
Charitable Activities	3	1,059,267	-	1,059,267	998,953
Governance costs		6,759	_	6,759	3,995
Total resources expended		1,066,026		1,066,026	1,002,948
Net (outgoing) resources		(50,506)	-	(50,506)	(166)
Net movement in funds		(50,506)	-	(50,506)	(166)
Total funds brought forward		335,110	-	335,110	335,276
Total funds carried forward	,	284,604		284,604	335,110

Page 5

BALANCE SHEET AS AT 31 MARCH 2008

	Note	2008 £	2007 £
FIXED ASSETS		-	-
Tangible assets	7	20,761	25,096
CURRENT ASSETS			
Debtors	8	49,171	126,856
Cash at bank and in hand		273,137	214,670
		322,308	341,526
CDEDITODS Amounts falling due			
CREDITORS: Amounts falling due within one year	9	58,465	31,512
William one your	,	20,102	31,312
NET CURRENT ASSETS		263,843	310,014
NET ASSETS LESS CURRENT		204.604	225 110
LIABILITIES		284,604	335,110
CREDITORS: Amounts falling due			
after one year		-	-
•			
PROVISION FOR LIABILITIES			
AND CHARGES		-	-
		284,604	335,110
FUNDS		004.504	222110
General fund		284,604	335,110
Restricted funds		-	-
		287,604	335,110

The directors have taken advantage in the preparation of these financial statements of special exemptions provided by Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective January 2007) on the basis that the company qualifies as a small company.

Approved by the trustees on 9 October 2008 and signed on their behalf by:

J. McLaughlin - Truste

R. McDowell - Trustee

The notes on pages 6 to 12 form part of these accounts.

FOR THE YEAR ENDED 31 MARCH 2008

1. ACCOUNTING POLICIES

Basis of preparation. The financial statements have been prepared under the historical cost convention, and in accordance with the provisions of the Companies Act 1985, the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" (2005) and The Financial Reporting Standard for Smaller Entities (effective January 2007).

Fund accounting. General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which may have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income. 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. For legacies, entitlement is the earlier of the Charity being notified of an impending distribution or the legacy being received.

Where the Charity receives the benefit of discounts, special rates and donated services, such items are included in the Statement of Financial Activities at the Trustees' valuation. Where the Charity also receives the benefit of work carried out by volunteers, without charge, no value is placed on these items for accounting purposes.

Resources expended. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the Charity and include project management. Governance costs are those incurred in connection with the compliance with constitutional and statutory requirements.

Depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost over their expected useful economic lives as follows:

Fixtures and fittings

25% on net book value

Office equipment

25% on cost

Operating leases. Rentals for assets under operating leases are charged to the profit and loss account in the period to which the expenditure relates.

FOR THE YEAR ENDED 31 MARCH 2008

1. ACCOUNTING POLICIES Continued...

Taxation. As a registered charity, Community Foster Care is generally exempt from Income Tax and Capital Gains Tax so far as it relates to its main charitable objective but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions. The Charity operates a defined contribution pension scheme. The contributions payable to the scheme are charged against the profit and loss account in the accounting period in which they arise.

2. INCOMING RESOURCES

	General Funds £	Restricted Funds £	Total 2008 £	Total 2007 £
Incoming resources from				
Charitable Activities				
Local Authority Contracts				
Cardiff Social Services	120,557	-	120,557	116,448
Swindon Social Services	-	-	-	111,478
Gloucester County Council	264,647	-	264,647	193,336
Bristol Social Services	159,225	-	159,225	63,148
Leicester City Council	90,882	-	90,882	111,546
Walsall Social Services	53,691	-	53,691	52,728
Coventry Social Services	76,885	_	76,885	104,065
Plymouth City Council	56,577	-	56,577	68,404
South Gloucestershire Local	17,371	-	17,371	33,946
Authority	ŕ			
Wiltshire County Council	60,411	-	60,411	-
Independent Fostering	•	-	, -	1,048
Birmingham Social Services	1,258	-	1,258	34,994
Lewisham Social Services	, -	-	· -	40,753
Swindon Borough Council	82,309	-	82,309	23,637
Coventry Child Care	-	-	-	2,046
Amesbury Child Care	-	-	-	18,054
Devon County Council	150_		150	
	983,963		983,963	975,631

Page 8

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2008

3. ANALYSIS OF TOTAL RESOURCES EXPENDED

	Staff costs (note 4)	Depreciation (note 7)	Other costs (note 5)	Support Costs (note 4 & 5)	Total 2008	Total 2007
Charitable activities The provision of foster	£	£	£	,	£	£
care.	173,159	10,691	664,248	211,169	1,059,267	998,953
Cost of generating funds Fundraising and						
publicity	-	-	-	-	_	-
Governance		<u> </u>	6,759	<u>-</u>	6,759	3,995
Total resources expended	173,159	10,691	671,007	211,169	1,066,026	1,002,948

4. STAFF COSTS:

Wages and salaries Pension costs Social Security costs	Directly charitable £ 155,281 6,077 11,801 173,159	Support costs £ 100,679 7,379 14,327 122,385	2008 Total £ 255,960 13,456 26,128 295,544	2007 Total £ 255,121 15,052 25,439 295,612	
Directors remuneration		_	£-	£	<u>;-</u>
The average number of employees	was	_	10	1	0_

No employee earned £60,000 per annum or more.

FOR THE YEAR ENDED 31 MARCH 2008

5. OTHER & SUPPORT COSTS

	Directly charitable	Support costs	Fund raising &	Govern- ance	2008 Total	2007 Total
			publicity			
	£	£	£	£	£	£
Foster carers costs	525,789	-	-	-	525,789	473,339
Insurance- Carers	7,752	-	-	-	7,752	7,922
Staff restructuring	19,272	23,398	-	-	42,670	-
PAYE settlement	10,498	12,745	_	-	23,243	-
Children's care &						
activities	3,920	183	_	-	4,103	8,779
Travel and subsistence	4,163	5,054	-	-	9,217	7,677
Staff training	3,122	-	_	-	3,122	6,701
Cleaning	1,504	1,826	-	_	3,330	11,103
Premises expenses	22,766	27,640	-	-	50,406	51,191
Printing postage &						
stationery	6,957	1,674	_	-	8,631	9,405
Telephone	3,297	4,002	-	-	7,299	8,148
Legal, professional, &						
consultancy	2,704	3,284	-	-	5,988	32,566
Accountancy & Audit	-	-	-	4,348	4,348	3,995
Social work consultancy	10,463	-	_	-	10,463	_
Miscellaneous	5,996	2,028	-	2,411	10,435	20,452
Subscriptions	5,962	-	-	-	5,962	4,851
Equipment maintenance	5,179	6,287	-	_	11,466	7,282
Recruitment	10,574	-	-	_	10,574	23,830
Advertising &						
promotion	13,783	-	-	-	13,783	15,040
Bad debts	-	-	-	-	-	4,650
Loss on disposal	547	663	-		1,210	
	664,248	88,784	-	6,759	759,791	696,931

Support costs include the management, administration and overheads necessary to enable the provision of foster care. These costs are therefore included in charitable activities expenditure in the Statement of Financial Activities.

FOR THE YEAR ENDED 31 MARCH 2008

6. MOVEMENT IN TOTAL FUNDS FOR THE YEAR

This is stated after charging:

	2008	2007
	£	£
Depreciation of tangible fixed assets (note 7)		
- owned assets	10,691	10,405
Loss on disposal of fixed assets	1,210	-
Operating lease rentals	40,969	41,615
Auditors remuneration	4,348_	3,995

7. TANGIBLE FIXED ASSETS

	Property Improve- ments	Office equipment	Fixtures & fittings	TOTAL
	£	£	£	£
Cost or valuation				
At 1 April 2007	6,495	37,320	24,046	67,861
Additions	-	7,037	529	7,566
Disposals		15,581	3,296	18,877
At 31 March 2008	6,495	28,776	21,279	56,550
Depreciation				
At 1 April 2007	-	24,692	18,072	42,764
Charge for year	2,227	7,127	1,337	10,691
On disposals		15,418	2,249	17,667
At 31 March 2008	2,227	16,401	17,161	35,789
Net Book Value				
At 31 March 2008	4,268	12,375	4,118	20,761
At 31 March 2007	6,495	12,628	5,974	25,096

8. DEBTORS

	2008	2007
	£	£
Trade debtors	18,139	101,142
Other debtors	31,032	22,714
	49,171	126,856

FOR THE YEAR ENDED 31 MARCH 2008

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2008	2007
	£	£
Trade creditors	41,101	11,130
Other creditors and accruals	11,104	12,740
Social security and other taxes	6,260_	7,642
	58,465	31,512

10. STATEMENT OF FUNDS

	At 1 April 2007 £	Income £	Expenditure £	At 31 March 2008 £
Unrestricted Funds General fund	335,110	1,015,520	1,066,026	284,604
	335,110	1,015,520	1,066,026	284,604

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
Unrestricted Funds	20,761	263,843	284,604
	20,761	263,843	284,604

FOR THE YEAR ENDED 31 MARCH 2008

12. TRUSTEE EXPENSES

The Charity paid £126 (2007: £ Nil) during the year to reimburse directors'/trustees' travelling and other expenses. Liability insurance of £920 was paid on behalf of the Charity's trustees during the year.

13. OBLIGATIONS UNDER OPERATING LEASES

The following payments are committed to be paid within one year:

	2008	2007
	£	£
Expiring:		
Between one and five years	40,969	41,655
·	40,969	41,655

14. EXCEPTIONAL ITEMS

Resources expended include exceptional costs incurred during the year as a result of staff restructuring of £42,670 and a HM Revenue & Customs PAYE settlement of £23,243.

15. RELATED PARTY TRANSACTIONS

The Charity is controlled by its trustees as detailed in page 1.

One of Community Foster Care's trustees, Mr. R. McDowell was paid an amount of £500 to cover the cost of the annual leave taken to deal with Charity matters. There was no amount outstanding at 31 March 2008.

There were no other related party transactions such as are required to be disclosed under the Financial Reporting Standard for Smaller Entities (January 2007).

16. PROVISIONS AVAILABLE TO SMALL ENTITIES

In common with many other charities of our size and nature we use our auditors to assist in the preparation of statutory accounts.