

4374141

AGE CONCERN METRO ROCHDALE
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2008



Tenon Limited
Accountants and Business Advisers
Lewis House
12 Smith Street
Rochdale
Lancashire
OL16 1TX

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AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008

The trustees present their report together with the audited financial statements of the charity for the year ended 31 March 2008

Reference and administrative information

Charity name	Age Concern Metro Rochdale
Charity registration number	1092532
Company registration number	4374141
Registered office	12 South Parade, Rochdale, Lancashire, OL16 1LR

Trustees

The directors of the charitable company are its trustees for the purpose of charity law and, throughout this report, are collectively referred to as the trustees

The trustees serving during the year and since the year-end were

Mrs V Hirst B E M -Chairperson	
Mrs M Geoghegan M B E	(resigned as Vice Chairperson 24 October 2007)
Mr I Royle -Vice Chairperson	(appointed as Vice Chairperson 24 October 2007)
	(resigned as Treasurer 31 March 2008)
Mr E Jones	
Mr R Clark – Treasurer	(appointed as Treasurer 31 March 2008)
Mr J Lloyd	
Mrs. J Hornby	(appointed 13 March 2008)

Secretary

Mrs V Hirst B E M	(resigned 27 September 2007)
Mr P Gala	(appointed 27 September 2007)

Auditors

Tenon Audit Limited, Lewis House, 12 Smith Street, Rochdale, Lancashire, OL16 1TX

Accountants

Tenon Limited, Lewis House, 12 Smith Street, Rochdale, Lancashire, OL16 1TX

Bankers

Barclays Bank plc, 27/29 Long Street, Middleton, Manchester, M24 3TE
Abbey National plc, Colmar House, Manchester New Road, Middleton, Manchester, M24 4DB
Yorkshire Bank plc, 9-11 Yorkshire Street, Rochdale, Lancashire, OL16 1BL
The Royal Bank of Scotland plc, 5 Market Place, Middleton, Manchester, M24 3AE
Bank of Scotland plc, 600 Gorgie Road, Edinburgh, EH11 3XP

Solicitors

AST Hampsons, 128 Yorkshire Street, Rochdale, Lancashire, OL16 1LA

AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008

Structure, governance and management

Organisational structure

The Trustees are responsible for the business planning, strategic direction and policies of the charity. The chief officer is tasked with ensuring that the organisation delivers both the strategic and business objectives and has day-to-day management responsibility for the organisation.

Governing document

The organisation is a company limited by guarantee, incorporated on 14 February 2002 and registered as a charity on 20 June 2002. The company is established under a Memorandum of Association that sets out its objects and powers and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

Trustees appointment and retirement

The Articles of Association require that, at an annual general meeting, one-third of trustees shall retire by rotation.

The board of trustees may, from time-to-time, appoint additional members but with the proviso that they shall retire at the next annual general meeting. Those retiring, for either reason, may then, should they so wish, offer themselves for re-election.

The board also has the power to co-opt up to three additional members with the restriction that no more than one-third of the total board membership shall have co-opted status.

All current trustees are local older people who work, or have worked, within the borough.

Trustees induction and training

When joining the board all trustees receive a copy of the governing document, a set of annual accounts, minutes of the last board meeting and the strategic plan. They also receive a copy of the following leaflets produced by the Charity Commission:

CC3	The Essential Trustee: What you need to know
CC3(a)	Responsibilities of Charity Trustees: A Summary
CC60	The Hallmarks of an Effective Charity

New trustees are introduced to staff and volunteers and are encouraged to express an interest in a particular area of the work of the charity. Trustees, staff and volunteers meet twice annually to review service progress and at specially convened meetings such as strategic, business planning and Quality Counts away days. Trustee training is provided by Age Concern England via the Board Builder Training and Development Resource. Further support for trustees training is also available at North West regional events.

Staff management and development

A combination of full-time and part-time paid staff is employed to undertake the delivery of direct services. The senior management team meets weekly and reports directly to the board of trustees. It presently comprises:

Vera Hirst (B E M)	-chair of trustees
Paul Gala	-chief officer
David Mills	-finance officer

All staff members receive regular training, both internally and externally, to ensure they are competent and well equipped to perform their duties professionally. The organisation has a no retirement policy. Personal development plans are in place for all staff and these are reviewed and revised annually. The objective is to create and develop a team of staff, dedicated and qualified, to provide even better services to local older people.

Volunteers

Assisting the paid staff team is a dedicated group of volunteers, many of whom have been associated with the organisation for over ten years. They give their time freely to support our work and are required to undergo relevant training and encouraged to gain nationally recognised qualifications. We have built a highly motivated and enthusiastic team of volunteers that reflects both our client group and the local diversity found within the borough. We are truly grateful for their continued help and support, for, without their hard work and dedication, it would not be possible to deliver many of the services we offer. The Trustees also give their time freely and we are pleased that this year has been a very productive one in the areas of strategy and planning.

Risk management

In conjunction with the chief officer, the trustees, annually, carry out a detailed review of the charity's activities and produce a strategic plan setting out the major opportunities available to the charity and the risks to which it is exposed.

Systems and procedures are then established in order to eliminate those risks or, where this is not possible, to minimise their impact should they come to fruition.

AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008 (*continued*)

Related Parties

Age Concern Metro Rochdale is a full member of the National Council on Ageing and has organisation status within the Age Concern Federation. In order to make best use of limited resources and develop our relationship with other organisations, the charity works in partnership with a number of local, regional and national organisations, amongst whom are

Age Concern England
Anchor Trust
Better Government for Older People
CVS Rochdale
Department of Work and Pensions
Heywood, Middleton & Rochdale Primary Care Trust
Isherwood and Hose
Ring & Ride
Rochdale Borough Wide Housing
Rochdale Home Improvement Agency
Rochdale Metropolitan Borough Council
Rochdale MiND
Rochdale Older Person's User/Carer Action Forum
Rochdale Supporting People
St Vincent's Housing Association
The Big Lottery
The Pennine Acute Hospitals NHS Trust
The Pennine Care NHS Trust
Victim Support

Key Objective & Activities

Key Objective

The charity believes in, and conforms to, the mission of the Age Concern Federation, which is *"to promote the well being of all older people and to help make later life a fulfilling and enjoyable experience"*. Concern is not just centred on well-being and enjoyment, but also on fulfilment implying, as it does, a sense of control over one's own destiny, independence and self-determination, self-esteem and social inclusion.

Activities

Our activities fall under the following headings

Crescent radio
Ethnic minorities luncheon clubs
Friendly visitor scheme
Handy person scheme
Information and advice
Insurance services
Library runs
Membership & campaigns
Middleton luncheon club
Outreach advice service
Partnership for older peoples project
Rotational day service

Achievements and performance

Day service & luncheon clubs - Rotational day service

Our day services provide an opportunity for an older person to meet friends and also encourage social interaction. The service is delivered, in partnership with organisations such as Anchor Trust and Rochdale Metropolitan Borough Council, from the following, community based, locations

Monday	Pembroke Court (Spotland)
Tuesday	Saxon House (Littleborough)
Thursday	St Chad's Community Hall Central Rochdale (Falinge Mews from November 2007)
Friday	Pendleton Croft (Heywood)

Delivered and co-ordinated by staff members, supported by volunteers, we provide over one hundred places for local older people. Door to door transport, is available and arranged in partnership with Ring & Ride. A hot and healthy midday meal, activities and excursions are all provided as part of the service.

AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008 (continued)

Achievements and performance (continued)

Day service & luncheon clubs - Middleton luncheon club

The luncheon club meets weekly on Tuesday, Wednesday and Thursday at Stanycliffe Community Centre and attracts over one hundred service users weekly. A part-time staff member, supported by volunteers delivers the service. A hot midday meal is provided and door to door transport is available if required.

Day service & luncheon clubs - Ethnic minorities luncheon club

Luncheon clubs for Asian Elders have been provided for over fifteen years. We supply a culturally appropriate midday meal at St Andrew's Hall (relocating from St Chad's Community Hall in November 2007). This service attracts upwards of thirty clients each week and provides appropriate educational activities, trips, entertainment, and lifestyle classes.

Partnership for older peoples project (POPP's)

Rochdale Metropolitan Borough Council was successful in obtaining Department of Health Funding for the POPP's project. The aim of the project being to enable older people to maintain independent living at home for as long as possible through partnership work with the voluntary and statutory sectors. Concentrating on preventative services, Age Concern Metro Rochdale successfully bid for funds to help provide an enhanced information & advice service.

Membership

Our membership scheme was launched in October 2007 and has begun to provide valuable feedback to our organisation, commissioners and other providers, on the many areas of concern and the challenges faced by older people. During the year we have worked closely with the User/Carer Action Forum and have been a key contributor to their annual involvement day where a number of organisations that work with older people are brought together to ensure that older people can make a difference and truly influence statutory providers of services. A newsletter has been produced and distributed to members. We have also undertaken some intergeneration work with primary schools within the Borough with our Christmas card competition.

Campaigns

Age Concern Metro Rochdale has a major role to play in ensuring that older people are able to influence the planning and delivery of services. We have been involved with a number of campaigns both locally and nationally. The following are a sample of the many, which we have undertaken,

- Benefit entitlements
- Carers missing out on entitlements
- Fairer council tax
- Feet for purpose
- Free electric blanket testing
- Free winter packs
- Hungry to be heard
- Penalty charges for non-direct debit payments
- Reconfiguration of local health care services
- Winter warmth
- Your rights campaign

Crescent Radio

This year we have begun a weekly 2-hour radio broadcasts on the local multi cultural radio station Crescent Radio and have introduced a series entitled Voice 50 plus. Broadcasting each Wednesday we are able to highlight many of the issues affecting older people in the BME community. Our valuable talkback phone-in, with key members of our staff, helps the organisation with matters which concern them. The feedback, which we received on issues, which directly affect older people from the BME communities gives the organisation first hand accounts of problems which they may require some assistance in overcoming.

Outreach - Friendly visitor scheme

This scheme, established in 1995, aims to offer companionship and help to those older people living alone and having little or no contact with family and friends. Each client is matched with a volunteer who visits regularly and provides a link to the outside world. The average age of clients on this scheme is eighty+ and we currently have fifteen volunteers visiting thirty-two clients.

Outreach - Handy person scheme

This scheme, developed as an extension to the friendly visitor's scheme, provides direct practical support for those older people needing assistance with small jobs within the home. Ranging from simple repair jobs and decorating through to help with gardens, this service operates alongside the Rochdale Home Improvement Agency, which deals with larger jobs. In 2007/08, this service had 280 service users referred to it.

AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008 (*continued*)

Achievements and performance (*continued*)

Outreach - Library runs

Service Users are given the opportunity to join the library run, which offers them the chance to meet with friends over a cup of coffee at their local library. This has proved to be very popular with older people, especially those with mobility problems who would otherwise be denied the opportunity.

Outreach - Advice and assistance (funded by The Big Lottery)

Funding from The Big Lottery enabled the creation and development of a borough-wide outreach service to housebound older people. This service now in its second year forms the cornerstone of the charity's work with those most disadvantaged local older people. Funding will continue until May 2009 and, hopefully, well beyond that time.

The service has been an outstanding success with solutions being found for many of our service user's issues and problems together with benefit entitlement in excess of £500,000 being obtained on their behalf. It should be noted that this is not a one-off sum, but will continue year-on-year and be added to as more service users are assisted in this process.

Information and advice

The charity operates a full-time information and advice service from its Rochdale office and a part-time one from Middleton. Managed by the Chief Officer and delivered by a team of volunteers, this service offers help both by telephone and face-to-face. Enquiries include community care issues, housing problems and welfare benefits and entitlements. We also provide assistance with form filling and letter writing. During the year, this service dealt with over two thousand enquiries. Our partnership work has led to fortnightly surgeries being held at our offices with the Department of Work and Pensions, Rochdale Borough Wide Housing, and Isherwood & Hose, a local solicitors practice, giving advice in their area of expertise.

Insurance company

Age Concern Insurance Services (Rochdale) Ltd (ACIS) is a wholly owned subsidiary of Age Concern Metro Rochdale and undertakes trading activity as an appointed representative of Age Concern Enterprises Ltd (ACEnt). Through our subsidiary company, Age Concern Insurance Services (Rochdale) Limited, we have been providing a range of insurance-based products designed to meet the needs of older people. Our trading staff arrange these products from both our Rochdale and Middleton offices. Trading conditions continued this year to be challenging and not easy to predict but we have, however, seen only a very modest decline in income when compared to 2006/07 and this has been accompanied by a reduction in costs. As a consequence, the overall result for the year is a slight improvement in net income as compared to 2006/07. Almost all net income is transferred to the parent company by means of gift aid.

Performance Management

Quality Counts

During this year Age Concern Metro Rochdale was required to be assessed by Age Concern Federation under the Quality Counts Programme. Set against a series of criteria the organisation needed to demonstrate that we were working to Federation-wide standards that focussed on making sure that older people can influence, receive, and contribute to service development, and to ensure that the organisations performance and quality of work were also meeting the required standards. Covering the following areas, *Quality Counts* is designed to show how Age Concerns are providing quality services through its work in meeting each of the following standards:

- Involving older people
- Diversity and equality
- Volunteering
- Information and advice
- Governance and management
- Service provision and campaigning
- Partnerships

A quality report to the Age Concern federation was produced and an independent quality assessor visited the organisation. Our quality report and performance were assessed and, as a result, we successfully met the requirements for quality counts and also achieved the excellent 'Beacon' status of good practice.

AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008 (*continued*)

Financial review

The group surplus for the year of £8,666 is little different from the £8,184 achieved in 2006/07. There has been a significant change from the core support to specific project support regarding local authority funding, which has led to a reduction in income from that particular source. The well-established management and control systems, which we operate, enabled this situation to be addressed at an early stage and steps were taken to reduce costs whilst at the same time maintaining services. Short-term funding will continue to be the base from which we operate despite a recent three-year agreement with the local authority. The terms of the agreement require us to develop services whilst funding remains at a specified level during the period, and the terms of the agreement do render it more a statement of intent rather than a binding commitment. It is however preferable to the agreements, which preceded it, and we have no reason to doubt the goodwill of the local authority in relation to its delivery.

The importance of maintaining our level of reserves cannot be underestimated, as the consequences of losing a major funder unexpectedly would have catastrophic consequences were we to have no means of continuing project delivery until a replacement funder could be found.

Plans for future periods (see below) list a number of new projects, which will come on stream during 2008/09 and we are pleased to report that funding has been secured for all of them, albeit short-term once more. In conclusion, the charity is financially secure and has robust systems in place, which will maintain that level of security except in the most severe of circumstances.

Reserves policy

The Trustees are responsible for ensuring that the charity maintains an appropriate level of reserves to meet risk assessment and manage cash flow. The Trustees have established a reserves policy to maintain and expand the level of reserves within the Charity's unrestricted general funds. The funds are available in order to

- Mitigate the effects of short-term cash flow fluctuations
- Allow time to secure other funding in the event of a downturn in one or more areas of current funding
- Help launch projects until regular funding is received
- To provide for unforeseen and hence unbudgeted expenditure where the charity needs to meet its obligations.

The trustees have considered each of the above as an integral part of their risk management review and have concluded that the net current assets less restricted funds should not be permitted to fall below £111,500. Net current assets less restricted funds at 31 March 2008 amounted to £134,146. The position is under regular review by the trustees.

Investment policy

In view of the uncertainties surrounding funding and the possible need to call upon reserves at relatively short notice, it is considered imprudent to commit funds for long-term investment. Wide fluctuations in cash flow require that a significant proportion of total funds be readily available at all times. Taking these factors into account, means that, on average, only about 50% of liquid resources are available for short-term investment. In view of the quite small amount involved and the need for risk-free investment, the trustees have decided to place the funds on instant access deposit.

Plans for future periods

During future years, the charity, subject to available funding, will continue to provide the services outlined in "objectives and activities" above. During the year our business and strategic plans focused the organisation on being in a position so that we can respond in a positive way to the aging population within the Metropolitan Borough. Our contact on a day-to-day basis with older people, the involvement with the Users/carer Forum and our membership scheme has provided valuable feedback on the changing requirements of older people and we shall continue to seek opportunities to further expand our activities and direct support to older people.

We plan to offer the following range of additional services from April 2008,

- **Hospital discharge service**
To Provide a range of practical support to older people and aid a safe discharge from hospital in order to promote independence and reduce readmission
- **Low level advocacy service**
To offer support to those older people who have difficulty in representing their own interests or are unable to do so
- **Decent homes project**
Helping to reduce winter deaths by ensuring that homes are adequately insulated and have appropriate adaptations to assist with the changing needs of older people
- **Develop information and advice service**
To enhance the capacity of the service in order to deal with the increasing number of enquiries regarding the self assessment process and a brokerage service for local older people

AGE CONCERN METRO ROCHDALE

Report of the trustees for the year ended 31 March 2008 (*continued*)

Plans for future periods (*continued*)

- **Develop a shopping scheme**
To further provide assistance with those practical tasks which are needed to help older people remain independent and living in their own home
- **Launch a dignity award scheme**
Age Concern Metro Rochdale are involved with many of the issues which surround dignity of older people through many of the services which we are able to provide for the community. Our involvement and experience with older people has highlighted many areas of good practice and the importance of treating older people with respect when involved in the provision of health and social care services. The aim of the award is to celebrate good practice, recognise those providers, individuals and groups who are making a real difference and encourage more collaborative work between service users and the voluntary and statutory services
- **Volunteers**
The issue of volunteer recruitment has been a challenge as our communities change and adapt. We have lost some long serving volunteers but are pleased to report that we have also recruited some new ones. The Charity will continue to be as innovative as possible when meeting the needs of our volunteers
- **Continuing to respond to the needs of older people**
Becoming more active in advocating and campaigning on behalf of older people

Responsibilities of the trustees

Charity and company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the company at the end of the financial period and of its surplus or deficit for the financial period. In doing so, the trustees are required to

select suitable accounting policies and then apply them consistently, make judgements and estimates that are reasonable and prudent, 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 are responsible for maintaining proper accounting records that disclose, with reasonable accuracy, at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The trustees 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

Disclosure of information to auditors

In accordance with company law, as the company trustees, 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 trustees 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 that information

Auditors

Tenon Audit Limited has expressed a willingness to continue in office and a resolution to re-appoint will be proposed at the annual general meeting

By order of the trustees:



V Hirst (Chairperson)

17 September 2008

AGE CONCERN METRO ROCHDALE

Report of the independent auditors

To the members of Age Concern Metro Rochdale

We have audited the financial statements of Age Concern Metro Rochdale on pages 9 to 16 for the year ended 31 March 2008. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described in the statement of Trustees' Responsibilities the charity's trustees (who are also the directors of Age Concern Metro Rochdale for the purpose of company law) are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 information given in the Trustees' Report is consistent with the financial statements.

In addition we report to you if, in our opinion, 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 trustees' remuneration and other transactions is not disclosed.

We read other information contained in 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 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 directors 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 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, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the group's and charity's affairs as at 31 March 2008 and of the group's incoming resources and application of resources, including the group's income and expenditure, for the year then ended,
- 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.

Tenon Audit Limited

Tenon Audit Limited
Registered Auditor

17 September 2008

Lewis House
12 Smith Street
Rochdale
Lancashire
OL16 1TX

AGE CONCERN METRO ROCHDALE

Group statement of financial activities incorporating an income and expenditure account
for the year ended 31 March 2008

	Note	Restricted funds £	Unrestricted funds £	Total funds 2008 £	2007 £
Incoming resources					
Incoming resources from generated funds					
<i>Voluntary income</i>					
Donations	2	517	2,417	2,934	2,576
<i>Activities for generating funds</i>					
Trading operation	3	-	76,748	76,748	79,042
Investment income	4	-	4,242	4,242	3,244
Incoming resources from charitable activities					
Grants, contracts and service fees	5	226,420	6,320	232,740	261,494
Total incoming resources		<u>226,937</u>	<u>89,727</u>	<u>316,664</u>	<u>346,356</u>
Resources expended					
Costs of generating funds					
Trading operation	3	-	50,830	50,830	55,538
Charitable activities	6	216,642	24,387	241,029	267,616
Governance	7	16,139	-	16,139	15,018
Total resources expended		<u>232,781</u>	<u>75,217</u>	<u>307,998</u>	<u>338,172</u>
Net incoming/(outgoing) resources before transfers					
	8	(5,844)	14,510	8,666	8,184
Transfers between funds	17	5,844	(5,844)	-	-
Net movement of funds in the year		<u>-</u>	<u>8,666</u>	<u>8,666</u>	<u>8,184</u>
Reconciliation of funds					
Funds balances at 1 April 2007		-	144,400	144,400	136,216
Funds balances at 31 March 2008	17	<u>-</u>	<u>153,066</u>	<u>153,066</u>	<u>144,400</u>

The charity has neither acquired nor discontinued any activity during the year ended 31 March 2008
There were no gains or losses during the year ended 31 March 2008, other than those reported above

The notes on pages 11 to 16 form part of these financial statements

AGE CONCERN METRO ROCHDALE

Group and charity balance sheets as at 31 March 2008

	Note	Group		Charity	
		2008 £	2007 £	2008 £	2007 £
Fixed assets					
Tangible assets	12	14,072	16,527	13,584	15,795
Investment in subsidiary company	13	-	-	2	2
		<u>14,072</u>	<u>16,527</u>	<u>13,586</u>	<u>15,797</u>
Current assets					
Debtors	14	19,931	21,663	31,112	90,503
Investment - short term deposit		142,567	71,131	142,567	71,131
Cash at bank and in hand		56,931	80,873	38,982	5,721
		<u>219,429</u>	<u>173,667</u>	<u>212,661</u>	<u>167,355</u>
Creditors: amounts falling due within one year	15	(80,435)	(45,794)	(78,515)	(43,388)
Net current assets		<u>138,994</u>	<u>127,873</u>	<u>134,146</u>	<u>123,967</u>
Net assets		<u>153,066</u>	<u>144,400</u>	<u>147,732</u>	<u>139,764</u>
Funds	17				
Restricted funds		-	-	-	-
Unrestricted funds		153,066	144,400	147,732	139,764
Total funds	17	<u>153,066</u>	<u>144,400</u>	<u>147,732</u>	<u>139,764</u>

The financial statements on pages 7 to 16 were approved by the Trustees on 17 September 2008 and signed on their behalf by



V Hirst BEM (Chairperson)
Trustees



I Royle

1 Accounting policies*Basis of preparation*

The financial statements have been prepared under the historical cost convention in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005) issued in March 2005, the Companies Act 1985 and applicable accounting standards

Group financial statements

The financial statements consolidate the results of the charity and it's wholly owned subsidiary company, Age Concern Insurance Services (Rochdale) Limited, on a line by line basis. A separate statement of financial activities incorporating income and expenditure account for the charity itself is not presented because advantage has been taken of exemptions afforded by section 230 of the Companies Act 1985 and paragraph 397 of SORP 2005

Incoming resources

Incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Such income is only deferred when the donor specifies that it must be used in future periods. No amounts are included for services donated by volunteers

Resources expended

Expenditure is accounted for on an accruals basis and is classified under headings that aggregate all costs related thereto

Costs of generating funds are those incurred in trading activities that raise funds

Charitable activities include both direct and support expenditure associated with the delivery of the charity's work. Support costs are comprised of central resources which are allocated to charitable activities on a basis consistent with their use

Governance is the cost of managing the assets of the charity together with the execution of it's constitutional and statutory obligations

Funds

Unrestricted funds are those available for use at the discretion of the trustees in furtherance of the objectives of the charity. Restricted funds are to be used in accordance with specific restrictions imposed by the donor

Tangible fixed assets and depreciation

Tangible fixed assets are capitalised at cost less capital grants received in respect thereof

Depreciation is provided to write off the net cost of tangible fixed assets over their estimated useful lives as follows

Leasehold building improvements	20% reducing balance
Fixtures and fittings	20% reducing balance
Office equipment	20% - 33 $\frac{1}{3}$ % reducing balance

Operating leases

The leases of property and office equipment are classified as operating leases

Rentals applicable to operating leases are charged to the statement of financial activities in the period during which the cost is incurred

Pensions

Employees of the charity and it's subsidiary company are entitled to join the defined contribution pension scheme

The assets of the scheme are held separately from those of the charity in an independently administered fund

Contributions are funded by the employer and, optionally, by the employee. The employers contribution is charged to the statement of financial activities in the period in which it is payable

	2008			2007
	Restricted	Unrestricted	Total	Total
	£	£	£	£
2 Voluntary income				
Donations				
Clients	517	2,417	2,934	1,552
Marathon sponsorship	-	-	-	1,024
	<u>517</u>	<u>2,417</u>	<u>2,934</u>	<u>2,576</u>

3 Trading operations and investment in trading subsidiary

The wholly-owned trading subsidiary, Age Concern Insurance Services (Rochdale) Limited, is a supplier of insurance services. It pays almost all of its profits to the charity by gift aid. Summaries of the trading result and balance sheet are as follows

	2008	2007
	£	£
<i>Trading result for the year ended 31 March 2008</i>		
Turnover	76,748	79,042
Cost of sales and administrative expenses	(50,830)	(55,538)
Net profit	25,918	23,504
Amount gifted to the charity	(25,220)	(23,500)
Retained in the subsidiary	698	4
<i>Balance sheet at 31 March 2008</i>		
Tangible fixed assets	488	732
Current assets	26,356	82,286
Creditors amounts falling due within one year	(21,508)	(78,380)
Total net assets	5,336	4,638
Aggregate share capital and reserves	5,336	4,638

	2008			2007
	Restricted	Unrestricted	Total	Total
	£	£	£	£
4 Investment income				
Income arising from an interest bearing deposit	-	4,242	4,242	3,244

5 Incoming resources from charitable activities

<i>Local authority</i>				
Day service and luncheon clubs	109,894	-	109,894	38,500
Outreach	44,921	-	44,921	65,900
Information and advice	7,000	-	7,000	-
Core support	-	-	-	91,952
<i>Big Lottery</i>				
Outreach	48,703	-	48,703	38,099
<i>Other</i>				
Outreach	-	6,320	6,320	-
<i>Service users</i>				
Day service and luncheon clubs	15,902	-	15,902	27,043
	<u>226,420</u>	<u>6,320</u>	<u>232,740</u>	<u>261,494</u>

		Day service & luncheon clubs £	Outreach £	Information & advice £	2008 Total £	2007 Total £
6 Charitable activities						
<i>Direct costs</i>						
Staff		33,443	89,118	6,130	128,691	143,329
Volunteers		247	463	926	1,636	2,303
Goods and services		29,584	10,920	1,610	42,114	55,219
		<u>63,274</u>	<u>100,501</u>	<u>8,666</u>	<u>172,441</u>	<u>200,851</u>
	<i>Basis of allocation</i>					
<i>Support costs</i>						
Staff	<i>Time spent</i>	12,836	7,431	2,252	22,519	25,570
Office	<i>Usage</i>	24,008	13,900	4,212	42,120	36,591
Depreciation	<i>Usage</i>	2,251	1,303	395	3,949	4,604
		<u>39,095</u>	<u>22,634</u>	<u>6,859</u>	<u>68,588</u>	<u>66,765</u>
Resources expended - charitable activities		<u>102,369</u>	<u>123,135</u>	<u>15,525</u>	<u>241,029</u>	<u>267,616</u>
<i>Divided</i>						
Restricted funds		102,369	107,414	6,859	216,642	149,588
Unrestricted funds		-	15,721	8,666	24,387	118,028
		<u>102,369</u>	<u>123,135</u>	<u>15,525</u>	<u>241,029</u>	<u>267,616</u>
7 Governance						
Staff					8,933	9,047
Other					2,010	1,800
Legal, professional and external audit fees					5,196	4,171
Restricted funds		<u>8,905</u>	<u>5,672</u>	<u>1,562</u>	<u>16,139</u>	<u>15,018</u>
8 Net incoming/(outgoing) resources						
<i>These are after charging:</i>						
External audit fees					4,311	3,955
Depreciation					4,193	4,970
Operating lease rentals - land and buildings					31,651	38,650
					<u></u>	<u></u>
9 Trustees remuneration						
The trustees neither received nor waived any remuneration during the year (2007 £Nil)						
10 Staff costs						
Salaries					156,436	166,809
Social security					12,143	14,406
Pensions					10,906	11,936
					<u>179,485</u>	<u>193,151</u>

No employee received emoluments of £60,000 or more

11 Number of employees

The average number of employees, calculated on a full-time equivalent basis, analysed by function was

	2008 Number	2007 Number
Charitable activities	6	5
Trading activities	1	2
Management and administration	1	2
Non-executive trustees	6	6
	<u>14</u>	<u>15</u>

12 Tangible fixed assets	Leasehold building improvements £	Fixtures and fittings £	Office equipment £	Total £
Group				
<i>Cost</i>				
At 1 April 2007	21,411	15,446	31,964	68,821
Additions	-	735	1,003	1,738
Disposals	-	-	-	-
At 31 March 2008	<u>21,411</u>	<u>16,181</u>	<u>32,967</u>	<u>70,559</u>
<i>Depreciation</i>				
At 1 April 2007	14,436	14,471	23,387	52,294
Provided for the year	1,395	342	2,456	4,193
On disposals	-	-	-	-
At 31 March 2008	<u>15,831</u>	<u>14,813</u>	<u>25,843</u>	<u>56,487</u>
<i>Net book value</i>				
At 31 March 2008	<u>5,580</u>	<u>1,368</u>	<u>7,124</u>	<u>14,072</u>
At 31 March 2007	<u>6,975</u>	<u>975</u>	<u>8,577</u>	<u>16,527</u>
Charity				
<i>Cost</i>				
At 1 April 2007	21,411	15,446	24,769	61,626
Additions	-	735	1,003	1,738
Disposals	-	-	-	-
At 31 March 2008	<u>21,411</u>	<u>16,181</u>	<u>25,772</u>	<u>63,364</u>
<i>Depreciation</i>				
At 1 April 2007	14,436	14,471	16,924	45,831
Provided for the year	1,395	342	2,212	3,949
On disposals	-	-	-	-
At 31 March 2008	<u>15,831</u>	<u>14,813</u>	<u>19,136</u>	<u>49,780</u>
<i>Net book value</i>				
At 31 March 2008	<u>5,580</u>	<u>1,368</u>	<u>6,636</u>	<u>13,584</u>
At 31 March 2007	<u>6,975</u>	<u>975</u>	<u>7,845</u>	<u>15,795</u>

There was no capital expenditure contracted for but not provided in the financial statements (2007 £Nil)

13 Investment in subsidiary company		Charity 2008 £		Charity 2007 £	
2 (2007 - 2) £1 ordinary shares at cost		2		2	
		Group		Charity	
		2008 £	2007 £	2008 £	2007 £
14 Debtors					
Amount owed by subsidiary company		-	-	19,588	75,974
Other debtors		2,486	44	2,166	44
Prepayments		9,358	11,574	9,358	11,574
Accrued income		8,087	10,045	-	2,911
		19,931	21,663	31,112	90,503
15 Creditors: amounts falling due within one year					
Trade creditors		10,224	4,339	10,224	4,339
Taxes and social security		3,472	3,693	3,472	3,334
Other creditors		674	1,745	674	1,568
Accruals		8,070	7,367	6,150	5,497
Deferred income (see note 16)		57,995	28,650	57,995	28,650
		80,435	45,794	78,515	43,388
16 Deferred Income				Group £	Charity £
Balance at 1 April 2007				28,650	28,650
Amount released to incoming resources				(12,150)	(12,150)
Amount deferred in the period				41,495	41,495
Balance at 31 March 2008				57,995	57,995
17 Movement in funds		At 1 April 2007 £	Incoming resources £	Outgoing resources £	At 31 March 2008 £
Restricted funds					
Day service and luncheon clubs		-	109,894	(111,274)	1,380
Information and advice		-	7,000	(8,421)	1,421
Outreach (Big Lottery)		-	48,703	(59,751)	11,048
Outreach (Other)		-	60,823	(52,818)	(8,005)
Voluntary and investment income		-	517	(517)	-
		-	226,937	(232,781)	5,844
Unrestricted funds					
Information and advice		-	-	(8,666)	8,666
Outreach (Other)		-	6,320	(15,721)	9,401
Voluntary and investment income		-	31,879	-	(31,879)
General		139,764	-	-	7,968
Total		139,764	38,199	(24,387)	(5,844)
Movement in charitable funds		139,764	265,136	(257,168)	-
Trading operation		4,636	76,748	(76,050)	-
Movement in total funds		144,400	341,884	(333,218)	-

	Restricted fund £	Unrestricted fund £	Total £
18 Analysis of group net assets between funds			
Tangible fixed assets	-	14,072	14,072
Short term deposits	-	142,567	142,567
Cash at bank and in hand	49,268	7,663	56,931
Other net current liabilities	(49,268)	(11,236)	(60,504)
	-	153,066	153,066

19 Operating lease commitments

At 31 March 2008 the group had the following operating lease commitments which expire in

	2008		2007	
	Land and buildings £	Other £	Land and buildings £	Other £
Less than one year	-	-	16,722	-
One to two years	-	-	-	-
Two to five years	6,500	-	-	-
Greater than five years	14,500	-	14,500	-
	21,000	-	31,222	-

20 Contingent liabilities

The charity has received grants, designated restricted funds in the financial statements, in respect of certain of its charitable activities. Certain of these grants may be repayable should the grant conditions not be met. No provision has been made in respect of any amounts repayable as, in the Trustees' opinion, all grant conditions have been, or will be, met.

21 Ultimate controlling party

The charity's ultimate controlling party is its board of trustees.