

**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**(REGISTERED NUMBER 4492376)**

**Registered Charity No 1095555**

**REPORT AND FINANCIAL STATEMENTS**

**for the year ended 31st July 2006**



**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE MANAGEMENT COMMITTEE AND**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 JULY 2006**

|   |  |
|---|--|
| <b>Directors and Management Committee</b> | See page 1   |
| <b>Secretary</b>                          | Elaine Jones   |
| <b>Registered Office:</b>                 | Flat 25<br>Manningford Court<br>14 Manningford Road<br>Druids Heath<br>Birmingham<br>B14 5LD |

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**JUBILEE CITIZEN UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**REPORT OF THE MANAGEMENT COMMITTEE (CONTINUED)**  
**FOR THE YEAR ENDED 31 JULY 2006**

**MANAGEMENT COMMITTEE'S RESPONSIBILITIES**

The members of the Management Committee are required by the company law to prepare financial statements which give a true and fair view of the state of affairs of the company at the end of the financial year and of the results of the company for the period ending on that date. In preparing those financial statements, the Management Committee are required to

- select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business

The Management Committee are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure the financial statements comply with the Companies Act 1985. They 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.

**RESULTS**

The results for the year are set out in the Statement of Financial Activities on Page 5.

**DIRECTORS**

Members of the Management Committee who served during the year were

A Knowles  
M Ollier  
M Schofield  
S Townsend  
C Brinn  
D Wright

None of the Directors of the Management Committee received any remuneration during the year for their services to the company.

## Charitable Activities – Objectives and Achievements

Having a positive effect on the lives of older people and people with disabilities, their families and carers

### Current year achievements

- ❖ Achieved 164 Service Users, comprising people with disabilities and their carers
- ❖ Achieved an average of 180 hours of service provision per week in Birmingham and Oxford

### Future year Objectives

- ❖ To increase the number of employees and increase the number of hours to an average of 300 per week with an increasing emphasis on sitting services to allow carers a break

Managing services in a manner that recognizes and respects individual choices and preferences

### Current year achievements

- ❖ Achieved a range of services that covers cleaning, Laundry, sitting service for carers assistance with hospital discharge, shopping and collecting pensions and prescriptions

### Future year Objectives

- ❖ To create a new work force of qualified care staff offering personal care

Developing high quality localised regional services that meet the needs of the people in those areas

### Current year achievements

- ❖ Achieved referrals from Hospitals, GPs and primary care trusts, relatives, carers and Social Care and Health

### Future year Objectives

- ❖ To be able to provide back up support to day centres and also make referrals to ACB day centres

Recognising the needs of an older population and the effects of demographic change

### Current year achievements

- ❖ Achieved a full range of services available to several wards of the City

### Future year Objectives

- ❖ Expand the service to become respite, night sitting / companion service through a new part time managers position

Working in partnership with other agencies individuals and all stakeholders

### Current year achievements

- ❖ Achieved partnerships with Servite housing and Guideposts Trust Oxford

### Future year Objectives

- ❖ To target private 500 residential schemes to provide both janitorial duties and individual domestic support

Responding to the needs of older people and encouraging their participation in the type and range of services they want to utilise

### Current year achievements

- ❖ Achieved services that border on personal care

### Future year Objectives

- ❖ To obtain domiciliary care registration and provide personal care both to individuals and block contracts to Birmingham City council

By order of the Trustees

Chair

*M. Oliver*

## REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF JUBILEE CITIZENS UK

I have examined the financial statements for the year ended 31st July 2006 set out on pages 4 to 7 which have been prepared under the historical cost convention using accounting policies set out on page 6

### Respective responsibilities of Trustees and Examiner

As the charity's trustees, you are responsible for the preparation of the accounts, you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

### Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

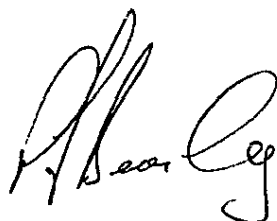
- (1) Which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with Section 41 of the Act, and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met, or

- (2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed



Date

15th March 2007

P J Beasley FCA  
Independent Examiner

**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
for the year ended 31st July 2006

|  | Notes | Unrestricted<br>Income<br>Funds<br>£.p. | Restricted<br>Income<br>Funds<br>£ p | Total Funds<br>2006 | Total Funds<br>2005<br>£.p. |
|--|-------|---|--------------------------------------|---------------------|-----------------------------|
| <b>Incoming Resources</b>                            |       |   |                                      |                     |                             |
| <b>Incoming resources from generated funds</b>       |       |   |                                      |                     |                             |
| Donation   |       | 6 00                                    | -                                    | 6 00                | 7 00                        |
| Grants   | 2     | 3,000 00                                | -                                    | 3,000 00            | 22,046 00                   |
|  |       |   |                                      | -                   |                             |
| <b>Activities for generating funds</b>               |       |   |                                      |                     |                             |
| Investment Income                                    | 3     | 479 48                                  | 34 34                                | 513 82              | 1,552 27                    |
| <b>Incoming resources from charitable activities</b> |       |   |                                      |                     |                             |
| Service users contributions                          | 4     | 84,418 88                               | 4,376 35                             | 88,795 23           | 89,604 54                   |
| <b>Total incoming resources</b>                      |       | <u>87,904 36</u>                        | <u>4,410 69</u>                      | <u>92,315 05</u>    | <u>113,209 81</u>           |
| <b>Resources Expended</b>                            |       |   |                                      |                     |                             |
| <b>Cost of generating funds</b>                      |       |   |                                      |                     |                             |
| Consultancy  |       | -                                       | -                                    | -                   | 186 00                      |
| <b>Charitable activities</b>                         |       |   |                                      |                     |                             |
| Domestic support                                     | 5     | 96,890.87                               | 5,760 00                             | 102,650 87          | 105,542 24                  |
| <b>Governance costs</b>                              |       | 2,668 00                                | -                                    | 2,668 00            | 2,400 00                    |
| <b>Total resources expended</b>                      |       | <u>99,558 87</u>                        | <u>5,760 00</u>                      | <u>105,318 87</u>   | <u>108,128 24</u>           |
| <b>Net incoming resources for the year</b>           |       | - 11,654 51                             | - 1,349 31                           | - 13,003 82         | 5,081 57                    |
| Transfers between funds                              |       | - 531 34                                | 531 34                               | -                   | -                           |
| <b>Net Movement in funds</b>                         |       | - 12,185 85                             | - 817 97                             | - 13,003 82         | 5,081 57                    |
| Total funds brought forward                          |       | 22,203 27                               | 817 97                               | 23,021 24           | 17,939 67                   |
| <b>Total funds carried forward</b>                   |       | <u>10,017 42</u>                        | <u>-</u>                             | <u>10,017 42</u>    | <u>23,021 24</u>            |

The notes on pages 6&7 form an integral part of these accounts

**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**BALANCE SHEET**  
As at 31st July 2006

|   | Note | 2006<br>£.p.     | 2005<br>£.p.     |
|---|------|------------------|------------------|
| <b>Fixed Assets</b>                                       |      |                  |                  |
| Shares in Jubilee Citizens UK<br>Trading Company          | 6    | 2 00             | 2 00             |
| <b>Current Assets</b>                                     |      |                  |                  |
| Cash at Bank  |      | 8,425 71         | 40,602 64        |
| Trade Debtors   |      | 9,720 31         | 12,979 28        |
|   |      | <u>18,146 02</u> | <u>53,581 92</u> |
| <b>Liabilities</b> amounts falling due<br>within one year | 7    | <u>8,130 60</u>  | <u>30,562 68</u> |
| <b>Net Current Assets</b>                                 |      | 10,015 42        | 23,019 24        |
| <b>Total Assets less Net Current Liabilities</b>          |      | <u>10,017 42</u> | <u>23,021 24</u> |
| <b>Represented by<br/>Funds</b>                           |      |                  |                  |
| Unrestricted Funds  |      | 10,017 42        | 22,203 27        |
| Restricted Funds  |      | -                | 817 97           |
|   |      | <u>10,017 42</u> | <u>23,021 24</u> |

In approving these financial statements as directors of the company we hereby confirm that

- for the year ended 31st July 2006 the Company was entitled to take advantage of the audit exemptions given by subsection 1 of Section 249A of the Companies Act 1985
- the directors acknowledge their responsibility for
  - ensuring the company keeps accounting records which comply with section 221 of the Companies Act 1985 and,
  - preparing accounts which give a true and fair view of the affairs of the company as at 31st July 2006 and of its result for the financial period in accordance with section 226 of the Companies Act 1985, and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as is applicable to the company
- In preparing these accounts the directors have taken advantage of the special provisions in Part VII of the Companies Act 1985 relating to small companies

**Approved by the Trustees**

Signed:

M. Ollier

Date

28 Feb. 2007

Name:

MAUREEN OLLIER

The notes on pages 6&7 form an integral part of these accounts

**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st July 2006

**1 Accounting Policies**

**(a) Basis of Accounting**

These accounts are prepared under the historical cost convention in accordance with applicable accounting standards and Statement of Recommended Practice "Accounting by Charities" and on an accrual basis

The company has taken advantage of the exemption in FRS1 from the requirement to prepare a cash flow statement on the grounds that it is a small company

|  | 2006                         |                            |                   | 2005              |
|--|------------------------------|----------------------------|-------------------|-------------------|
|  | Unrestricted<br>Income Funds | Restricted<br>Income Funds | Total             | Total             |
|  | £ p                          | £ p                        | £ p               | £ p               |
| <b>2 Grants</b>                            |                              |                            |                   |                   |
| Cadbury Trust                              | 3,000 00                     | -                          | 3,000 00          | -                 |
| Age Concern - Trust Fund                   | -                            | -                          | -                 | 7,000 00          |
| Guideposts Trust                           | -                            | -                          | -                 | 15,046 00         |
|  | <u>3,000 00</u>              | <u>-</u>                   | <u>3,000 00</u>   | <u>22,046 00</u>  |
| <b>3 Investment Income</b>                 |                              |                            |                   |                   |
| Interest Received                          | <u>479 48</u>                | <u>34 34</u>               | <u>513 82</u>     | <u>1,552 27</u>   |
| <b>4 Service users contribution</b>        |                              |                            |                   |                   |
| - Birmingham                               | 84,418 88                    | -                          | 84,418 88         | 77,754 36         |
| - Oxford                                   | -                            | 4,376 35                   | 4,376 35          | 11,850 18         |
|  | <u>84,418 88</u>             | <u>4,376 35</u>            | <u>88,795 23</u>  | <u>89,604 54</u>  |
| <b>5 Charitable activities expenditure</b> |                              |                            |                   |                   |
| Printing, Postage & Stationery             | 3,241 14                     | -                          | 3,241 14          | 3,685 67          |
| Telephone                                  | 323 42                       | -                          | 323 42            | 470 72            |
| Insurance                                  | 872 55                       | -                          | 872 55            | 841 05            |
| Information Technology                     | 1,770 76                     | -                          | 1,770 76          | 109 29            |
| Equipment                                  | 667 91                       | -                          | 667 91            | 2,952 00          |
| Salaries - Staff                           | 24,130 19                    | 5,760 00                   | 29,890 19         | 18,925 92         |
| Salaries - Domestic Support Staff          | 54,729 88                    | -                          | 54,729 88         | 58,844 75         |
| Temporary Staff                            | 2,802 21                     | -                          | 2,802 21          | 9,729 14          |
| Employers National Insurance               | 2,390 78                     | -                          | 2,390 78          | 1,932 35          |
| Staff Travel                               | 2,766 72                     | -                          | 2,766 72          | 970 40            |
| Recruitment                                | 1,655 10                     | -                          | 1,655 10          | 4,950 88          |
| Health & Safety                            | -                            | -                          | -                 | 234 41            |
| Marketing / Publicity                      | 142 44                       | -                          | 142 44            | 962 00            |
| Legal & Professional Fees                  | 140 52                       | -                          | 140 52            | 381 16            |
| Independent Examiners Fee                  | 260 00                       | -                          | 260 00            | 500 00            |
| Bank Charges                               | 105 16                       | -                          | 105 16            | 21 00             |
| Subscriptions                              | 238 80                       | -                          | 238 80            | -                 |
| Meeting expenses                           | 15 29                        | -                          | 15 29             | 31 50             |
| Bad Debts written off                      | 638 00                       | -                          | 638 00            | -                 |
|  | <u>96,890 87</u>             | <u>5,760 00</u>            | <u>102,650 87</u> | <u>105,542 24</u> |



**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st July 2006

**6 Shares in Jubilee Citizens UK Trading Company**

The business has not traded during the year nor did it trade during the year to 31st July 2005

|  | <b>2006</b>     | <b>2005</b>      |
|--|-----------------|------------------|
|  | <b>£.p.</b>     | <b>£ p.</b>      |
| <b>7 Liabilities</b> amounts falling due within one year |                 |                  |
| Accruals   | 300 00          | 500 00           |
| PAYE & NI Contributions due                              | 1,088 72        | -                |
| Trade Creditors  | 6,741 88        | 30,062 68        |
|  | <u>8,130 60</u> | <u>30,562 68</u> |

**8 Movements in Restricted Funds**

|                  | <b>31.07.05</b> | <b>Income</b> | <b>Contribution from General Fund</b> | <b>Expenditure</b> | <b>31.07.06</b> |
|------------------|-----------------|---------------|---------------------------------------|--------------------|-----------------|
| Triangle Project | 817 97          | 4,410 69      | 531 34                                | 5,760 00           | -               |

**9 Trustee's Expenses etc**

There were no payments to Trustees, to members of the Management Committee or to anyone connected with them during the year

**10 Capital Commitments**

There were no capital commitments at the 31st July 2006 (2005 NIL)

**JUBILEE CITIZENS UK**  
**(A COMPANY LIMITED BY GUARANTEE)**  
**INCOME AND EXPENDITURE ACCOUNT**  
for the year ended 31st July 2006

|  | Unrestricted<br>funds<br>£.p. | Restricted<br>funds<br>£.p | Total 2006<br>£.p. | Total 2005<br>£.p. |
|--|-------------------------------|----------------------------|--------------------|--------------------|
| <b>Incoming Resources</b>                            |                               |                            |                    |                    |
| <b>Incoming resources from generated funds</b>       |                               |                            |                    |                    |
| Donations  | 6 00                          |                            | 6 00               | 7 00               |
| Grants   | 3,000 00                      |                            | 3,000 00           | 22,046 00          |
| <b>Activities for generating funds</b>               |                               |                            |                    |                    |
| Interest   | 479 48                        | 34 34                      | 513 82             | 1,552 27           |
| <b>Incoming resources from charitable activities</b> |                               |                            |                    |                    |
| Service users contribution                           |                               |                            |                    |                    |
| - Birmingham   | 84,418 88                     |                            | 84,418 88          | 77,754 36          |
| - Oxford   |                               | 4,376 35                   | 4,376 35           | 11,850 18          |
| <b>Total incoming resources</b>                      | <u>87,904 36</u>              | <u>4,410 69</u>            | <u>92,315 05</u>   | <u>113,209 81</u>  |
| <b>Resources Expended</b>                            |                               |                            |                    |                    |
| <b>Cost of generating funds</b>                      |                               |                            |                    |                    |
| Consultancy  |                               |                            | -                  | 186 00             |
| <b>Charitable activities</b>                         |                               |                            |                    |                    |
| Printing, Postage & Stationery                       | 3,241 14                      |                            | 3,241 14           | 3,685 67           |
| Telephone  | 323 42                        |                            | 323 42             | 470 72             |
| Insurance  | 872 55                        |                            | 872 55             | 841 05             |
| Information Technology                               | 1,770 76                      |                            | 1,770 76           | 109 29             |
| Repairs and Renewals                                 | 667 91                        |                            | 667 91             | 2,952 00           |
| Salaries - Staff                                     | 24,130 19                     | 5,760 00                   | 29,890 19          | 18,925 92          |
| Salaries - Domestic Support Staff                    | 54,729 88                     |                            | 54,729 88          | 58,844 75          |
| Temporary Staff                                      | 2,802 21                      |                            | 2,802 21           | 9,729 14           |
| Employers National Insurance                         | 2,390 78                      |                            | 2,390 78           | 1,932 35           |
| Staff Travel   | 2,766 72                      |                            | 2,766 72           | 970 40             |
| Recruitment  | 1,655 10                      |                            | 1,655 10           | 4,950 88           |
| Health & Safety                                      | -                             |                            | -                  | 234 41             |
| Marketing / Publicity                                | 142 44                        |                            | 142 44             | 962 00             |
| Legal & Professional Fees                            | 140 52                        |                            | 140 52             | 381 16             |
| Independent Examiners Fee                            | 260 00                        |                            | 260 00             | 500 00             |
| Bank Charges   | 105 16                        |                            | 105 16             | 21 00              |
| Subscriptions  | 238 80                        |                            | 238 80             |                    |
| Meeting expenses                                     | 15 29                         |                            | 15 29              | 31 50              |
| Bad Debts written off                                | 638 00                        |                            | 638 00             |                    |
| <b>Governance costs</b>                              |                               |                            |                    |                    |
| Management Charges                                   | 2,668 00                      |                            | 2,668 00           | 2,400 00           |
| <b>Total resources expended</b>                      | <u>99,558 87</u>              | <u>5,760 00</u>            | <u>105,318 87</u>  | <u>108,128 24</u>  |
| <b>Net incoming resources</b>                        | - 11,654 51                   | - 1,349 31                 | - 13,003 82        | 5,081 57           |
|  | <u>- 11,654 51</u>            | <u>- 1,349 31</u>          | <u>- 13,003 82</u> | <u>5,081 57</u>    |