

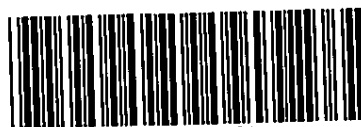
Company Registration Number: 06253718
Charity Registration Number: 1124378

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2013**

for

**A.B.C.D. Cymru
(A company limited by guarantee)**

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COMPANIES HOUSE

A.B.C.D Cymru

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Year ended 31 March 2013**

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A.B.C.D. Cymru

Legal and Administrative Information Year ended 31 March 2013

Constitution

A B C D Cymru is a charitable company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association

Registered Numbers:

Registered Company Number 06253718

Registered Charity Number 1124378

Directors & Trustees

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

The trustees who served during the year under review and since the year end were as follows -

Susan Edwards – Chair until 25 September 2012, Vice Chair from 25 September 2012

Helen Phillips - Vice Chair until 25 September 2012, Chair from 25 September 2012

Dr Elsbeth Webb

Ziad Khan (resigned 25 September 2012)

Vicky Lui

Jabeen Khan

John Rupert Montgomery (appointed 25 September 2012)

Secretary:

Mrs Wahida Shah Kent

Principal Address and Registered Office:

Suite 1, West Wing

Ivor House,

Bridge Street

Cardiff

CF10 2TH

Independent Examiner:

Sarah Case

Broomfield & Alexander Limited

Waters Lane Chambers

Waters Lane

Newport

Gwent

NP20 1LA

Bankers:

National Westminster PLC

Grange Town Cardiff

185 Clare Road

Cardiff

CF11 6QD

A B.C.D Cymru
Report of the Trustees
Year ended 31 March 2013

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2013

Legal and administrative information is set out on page 1 and forms part of this report

The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice 2005 and are prepared in accordance with the 2011 Charities Act

ORGANISATIONAL STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is administered by the Board of Trustees, who meet on a quarterly basis. The Memorandum and Articles of Association are the governing documents of the charity. The day to day operations of the charity are delegated to the Chief Executive Officer and staff team. The Chief Executive Officer currently serves as Company Secretary.

Recruitment and Appointment of Trustees

A B C D Cymru regularly review the skills and expertise of Board members, and recruit accordingly.

Objects and Principal Activities of the Charity

The purpose of the charity is to work with communities and agencies to improve access to services for black and minority ethnic children and young people with disabilities and/or chronic illnesses.

According to A B C D Cymru's Memorandum of Association, the organisation's objects shall be to provide support and advocacy for children and young people with disabilities and chronic illnesses from minority ethnic communities and the families of such children and young people.

Main Activities for the year

The charity has continued to develop and clarify its vision, mission, goals, structure, decision-making processes, activities, operational policies and internal systems during the year with a view to ensuring continuous improvement in all activities and services.

Trustees met quarterly during the year and business was conducted following agreed agendas which were circulated in advance along with reports and supporting documents. Minutes and follow-up reports were disseminated promptly after meetings to ensure efficient implementation of decisions.

The Chief Executive and staff maintained effective communication with the Board between meetings through email, postal correspondence and phone to ensure Trustees were regularly informed of developments and consulted on relevant issues between Board meetings.

During the year, terms and conditions of employment, job specifications and remuneration and policies related to employment were reviewed and revised in line with good practice. Performance appraisals were conducted for staff and learning needs were identified, both of which informed the development of individual work programmes and learning and development plans.

The charity continues to review and update its business plan on an annual basis to take account of changes within the external environment and opportunities for extending its remit and furthering its objectives.

The charity completed a review of internal policies and procedures and devised a plan for continuous review and development to ensure systems and processes for governance, employment and service-delivery are in keeping with good practice and relevant legislation.

**A.B.C.D Cymru
Report of the Trustees
Year ended 31 March 2013**

The commitment to quality and continuous improvement will continue in future to ensure the organisation maintains a firm base on which to build its activities and services. The charity will also focus on attracting new sources of income in order to sustain and develop its work.

Investment powers

The trustees have used general funds of the charity by operating a bank reserve account where temporary funds are held until required.

Development, activities and achievements

The trustees consider the performance of the Charity this year to be satisfactory given the funding restraints which the organisation works to.

Risk Management and Reserves Policy

The Trustees have continued to monitor major strategic, business and operational risks facing the charity. Systems are in place to assess risks with quarterly reports to the Trustee Board that enable them to take steps to lessen the risks. Trustees receive quarterly management accounts of income and expenditure to inform decision making. The Trustees have in place a reserves policy which governs how funds will be set aside for contingencies.

At present the Trustees are reviewing all relevant legislative and good practice guidance to improve their capacity to ensure appropriate risk management processes and procedures are in place.

FINANCIAL REVIEW

The Charity became a Limited company with no share capital on 21 May 2007.

On 16 July 2008 a registered charity known as A B C D ceased trading and the assets and liabilities were transferred to this re-registered charity known as A B C D Cymru and commenced trading on 17 July 2008.

The operating performance of the charity is set out on pages 6 - 12.

The charity made a net surplus in the period of £10,566 (2012 deficit £8,434). The unrestricted funds at the year end were £93,279 of which the designated redundancy provision fund was £50,000. The restricted fund was £3,155 (2012 £3,182).

Future Developments

The charity aims to continue its work toward developing procedures for improving the access to services of black and minority ethnic children and young people with a disability or chronic illnesses.

PUBLIC BENEFIT

We have referred to the guidance contained in the Charity Commissions' general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Direct Work with Families

A B C D Cymru supports the families of approximately 300+ black and minority ethnic disabled children and young people. One-to-one casework is undertaken by specialist development workers to sign-post families to services they require in relation to health, education, Social Services and other relevant services.

Consultations

A B C D Cymru have a specialist worker whose role is to respond to local and national consultation processes that affect the lives of the community we serve. We also run focus groups and provide relevant case studies to convey the experience and opinions of our service-users to relevant policy makers in the statutory sector.

A.B.C.D. Cymru
Report of the Trustees
Year ended 31 March 2013

Specialist Service for Young people with Learning Disabilities

We have a dedicated worker who provides services for 14-25 year old young people with learning disabilities. These young people are supported and empowered to access education, training, and work experience, as well as other services relevant to them.

Training and Consultancy

A B C D Cymru offer training and consultancy to agencies in the charitable and public sector on improving their engagement with black and minority ethnic communities, and to increase take-up of services by this group.

Partnership Working

We have formed partnerships and worked closely with the following agencies: Welsh Assembly Government, Cardiff County Council, Mencap Cymru, SNAP Cymru, amongst others.

Play Events and Trips

A B C D Cymru staff provide access to relevant play and leisure opportunities for a group who report high levels of social exclusion and isolation. As well as linking them to play opportunities available locally through relevant play organisations, we also run specific events and trips for the families during the summer holidays, to empower them to gain confidence to access them independently in the future.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also directors of A B C D Cymru for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the Board:



12713

Mrs Wahida Kent
Secretary

A.B.C.D. Cymru

**Report of the Independent Examiner to the Trustees
for the Year Ended 31 March 2013**

I report on the accounts of the charity for the year ended 31 March 2013 which are set out on pages 7 to 13

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state 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 Commission. 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 the seeking of 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, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

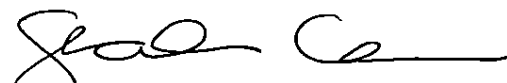
Independent examiner's statement

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

which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005)
- have not been met, or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sarah Case FCA DChA
Broomfield & Alexander Limited
Independent Examiner
Waters Lane Chambers
Waters Lane
Newport
Gwent
NP20 1LA

Date 12/7/13

A B.C.D Cymru

Statement of Financial Activities
(including Income and Expenditure Account)
Year ended 31 March 2013

	Note	Unrestricted Funds £	Restricted Funds £	2013 Total Funds £	2012 Total Funds £
INCOMING RESOURCES					
<i>Incoming resources from generated funds</i>					
Donations		10,757	-	10,757	120
Grant income	2	77,758	-	77,758	78,239
<i>Incoming resources from charitable activities</i>					
Grant income	3	-	29,671	29,671	31,032
Training & Consultancy	3	5,272	-	5,272	1,750
Bank interest		35	-	35	26
Other incoming resources		500	-	500	1,706
Total Incoming Resources		94,322	29,671	123,993	112,873
RESOURCES EXPENDED					
<i>Costs of generating funds</i>					
Charitable activities	4	82,559	29,698	112,257	120,345
Governance	5	1,170	-	1,170	962
Total Resources Expended		83,729	29,698	113,427	121,307
Net (outgoing)/incoming resources		10,593	(27)	10,566	(8,434)
Accumulated funds brought forward	12/13	82,686	3,182	85,868	94,302
Accumulated funds to carry forward at the end of the year	12/13	93,279	3,155	96,434	85,868

All of the net incoming resources are from continuing activities

The company has no recognised gains or losses other than the above

The notes on pages 8 to 12 form part of the financial statements

A.B.C.D. Cymru

Balance Sheet
Year ended 31 March 2013

	Note	2013 £	2012 £
FIXED ASSETS			
Tangible fixed assets	8	94	418
CURRENT ASSETS			
Debtors	9	5,534	5,543
Cash at bank		<u>92,693</u>	<u>81,817</u>
		98,227	87,360
CREDITORS: Amounts falling due within one year	10	<u>(1,887)</u>	<u>(1,910)</u>
Net Current Assets		96,340	85,450
Total Assets Less Current Liabilities		<u>96,434</u>	<u>85,868</u>
RESERVES			
<i>Unrestricted funds.</i>			
General Reserves	12	43,279	37,686
Designated Funds	12	50,000	45,000
Restricted Funds	13	<u>3,155</u>	<u>3,182</u>
		<u>96,434</u>	<u>85,868</u>

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements were approved by the Board of Trustees on 12.7.13 and were signed on its behalf by


Trustee
H Phillips

The notes on pages 8 to 12 form part of the financial statements

A.B.C.D. Cymru

Notes to the Financial Statements Year ended 31 March 2013

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and with the Charities Statements of Recommended Practice 2005

Cash flow statement

The company qualifies as a small company under the Companies Act 2006. The trustees have elected to take advantage of the exemption under FRS1 not to prepare a cashflow statement

Incoming Resources:-

Donations and grants

Income from donations and grants is included in incoming resources when these are receivable, except as follows

- When donors specify that donations and grants must be used in future accounting periods, the income is deferred until those periods
- When donors impose conditions which have been fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met

Resources expended:-

Allocation of resources expended

Resources expended are allocated in the Statement of Financial Activities on an accruals basis inclusive of VAT which cannot be recovered

Charitable activities

Charitable activity costs are allocated between direct charitable expenditure and support costs on accruals basis, inclusive of any VAT that cannot be recovered

Governance costs

These include the costs of external scrutiny and costs associated with constitutional and statutory requirements

Fixed Assets

Fixed assets are recorded at cost and depreciated over its useful economic life

Equipment 25% Straight Line basis

Fund accounting

Funds held by the charity are either

- *Unrestricted funds* – these funds can be used in accordance with the charitable objects at the discretion of the trustees
- *Designated funds* – are funds set aside by the trustees to cover future expenditure
- *Restricted funds* – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

Liabilities

The financial statements are prepared on an accruals basis thus recognising all liabilities when the charity has committed itself to an expense or contractual obligation

A.B C.D. Cymru

Notes to the Financial Statements
Year ended 31 March 2013

2. VOLUNTARY INCOME – GRANT FUNDING

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Welsh Government (Children & Families Organisations Grant)	47,655	-	47,655	48,136
Cardiff County Council	30,103	-	30,103	30,103
	<u>77,758</u>	<u>-</u>	<u>77,758</u>	<u>78,239</u>

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

Grant Income	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
BBC Children in Need	-	17,877	17,877	17,272
BILD Advocacy Grant	-	11,794	11,794	13,760
	<u>-</u>	<u>29,671</u>	<u>29,671</u>	<u>31,032</u>

Training & Consultancy	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Mencap Cymru	300	-	300	400
Hope House Childrens Hospices	3,697	-	3,697	-
National Deaf Children's Society	-	-	-	350
Care Council for Wales	-	-	-	500
Welsh Government – Strategic Equality Plan Project team	-	-	-	500
Children in Wales	697	-	697	-
Other	578	-	578	-
	<u>5,272</u>	<u>-</u>	<u>5,272</u>	<u>1,750</u>

4. RESOURCES EXPENDED – CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Direct Costs				
Staff Costs	63,684	26,752	90,436	98,351
Play Events and Trips	2,339	-	2,339	777
	<u>66,023</u>	<u>26,752</u>	<u>92,775</u>	<u>99,128</u>
Support Costs	16,536	2,946	19,482	21,217
	<u>82,559</u>	<u>29,698</u>	<u>112,257</u>	<u>120,345</u>

A B C D. Cymru

**Notes to the Financial Statements
Year ended 31 March 2013**

5. GOVERNANCE

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Independent Examination	<u>1,170</u>	<u>-</u>	<u>1,170</u>	<u>962</u>

6 STAFF COSTS

	2013 £	2012 £
Gross wages & Social Security	90,436	98,351
	<u>90,436</u>	<u>98,351</u>

The average number of full time equivalent employees during the year was 4 (2012 4)

No trustees received remuneration during the current year

1 trustee claimed travel expenses of £20 during the year (2012 No trustees claimed travel expenses)

No employee earned more than £60,000 per annum

7. TAXATION

The charity is exempt from corporation tax on its charitable activities

8. TANGIBLE FIXED ASSETS

	Equipment £	Total £
Cost		
At 1 April 2012	<u>2,177</u>	<u>2,177</u>
At 31 March 2013	<u>2,177</u>	<u>2,177</u>
Depreciation		
At 1 April 2012	1,759	1,759
Charge for year	<u>324</u>	<u>324</u>
At 31 March 2013	<u>2,083</u>	<u>2,083</u>
Net Book Value		
At 31 March 2013	<u>94</u>	<u>94</u>
At 31 March 2012	<u>418</u>	<u>418</u>

A.B.C D. Cymru

**Notes to the Financial Statements
Year ended 31 March 2013**

9 DEBTORS: AMOUNTS FALLING DUE WITH ONE YEAR

	2013 £	2012 £
Prepayments	5,534	5,543
	<u>5,534</u>	<u>5,543</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2013 £	2012 £
Accruals	1,887	1,910
	<u>1,887</u>	<u>1,910</u>

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Fixed assets	94	-	-	94
Net current assets	43,185	50,000	3,155	96,340
	<u>43,279</u>	<u>50,000</u>	<u>3,155</u>	<u>96,434</u>

Designated funds are to cover six months closure costs

12. FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Brought forward at 1 April 2012	37,686	45,000	3,182	85,868
Surplus/(Deficit) for the year	10,593	-	(27)	10,566
Transfer	(5,000)	5,000	-	-
	<u>43,279</u>	<u>50,000</u>	<u>3,155</u>	<u>96,434</u>

A B C D Cymru

Notes to the Financial Statements Year ended 31 March 2013

13. RESTRICTED FUNDS

	At 1 April 2012 £	Income £	Expenditure £	At 31 March 2013 £
BBC Children in Need	1,187	17,877	(15,909)	3,155
Welsh Government Advocacy Grant	-	11,794	(11,794)	-
Lloyds TSB Foundation	1,995	-	(1,995)	-
	<u>3,182</u>	<u>29,671</u>	<u>(29,698)</u>	<u>3,155</u>

BBC Children in Need funding was provided to cover the costs of a Play and Events Co-ordinator over a period of three years

Welsh Assembly Government Advocacy Scheme administered by the British Institute of Learning Disabilities funding was for a Young Persons Development Worker to provide advocacy, teach skills, raise awareness of their specific needs, increase choice, increase self esteem and confidence, and empower young people with learning disabilities from BME communities over a three year period

Lloyds TSB Foundation funding was provided to fund a part time Participation and Engagement officer and running costs over a two year period

14 COMPANY STATUS

A B C D Cymru is a company limited by guarantee. The guarantors are the trustees as set out on page 1. The liability is limited to an amount of £1 per member in accordance with the company's Memorandum of Association.

15 RELATED PARTY TRANSACTIONS

There were no related party transactions requiring disclosure during the current or previous year.

**Chartered Accountants' Report to the Board of Directors
on the Unaudited Financial Statements of
A B.C D. Cymru
For the year ended 31 March 2013**

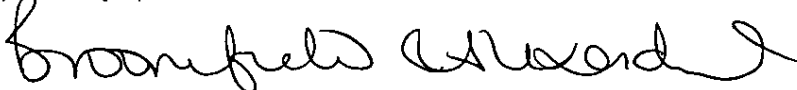
In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company for the year ended 31 March 2013 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 and the company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England & Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the Balance Sheet as at 31 March 2013 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



Broomfield & Alexander Limited
Chartered Accountants
Waters Lane
Newport
Gwent
NP20 1LA

12/2/13