

Cheshire West CAB Ltd

(known as and referred to in these accounts as Cheshire West CAB)

Accounts for the period ended

31 March 2014

Company Number 06783496

Charity Registration Number 1128367

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COMPANIES HOUSE

Cheshire West CAB
Period ended 31 March 2014

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Cheshire West CAB

General Information

For the period ended 31 March 2014

Principal Address	:	Meadow Court Meadow Street Northwich Cheshire CW9 5FP
Auditors	:	Hall Livesey Brown Chartered Accountants and Business Advisers Registered Auditors HLB House 68, High Street Tarporley Cheshire CW6 0AT
Bankers	:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Company Registration Number		06783496
Charity Registration Number		1128367
Vat Registration Number		973245993
Treasurer		Richard Wood FCMA

Trustees' Report for the period 31 March 2014

Introduction

Cheshire West CAB was formed in 2009 out of the merger of Chester Citizens Advice Bureau Ltd, Ellesmere Port & Neston Citizens Advice Bureau and Vale Royal CAB Ltd.

The charity's head office is:

Meadow Court
Meadow Street
Northwich
Cheshire
CW9 5FP

Subsidiary offices are:

Folliot House
Watergate Street
Chester
CH1 2HQ

1 Whitby Road
Ellesmere Port
CH65 8AA

Brunner Guildhall
High Street
Winsford
CW7 2AU

The charity, trading as Cheshire West Citizens Advice, is part of the National Association of Citizens Advice Bureaux, known as Citizens Advice. It exists to provide information and practical assistance to the general public on the widest possible range of legal matters.

The work of the charity is underpinned by the twin aims of the Citizens Advice service:

- to ensure that individuals do not suffer through lack of knowledge of their rights and responsibilities, or of the services available to them; or through an inability to express their needs effectively and equally
- to exercise a responsible influence on the development of social policies and services, both locally and nationally

The charity undertakes its work within the principles of the Citizens Advice service, demonstrating a commitment to independence, impartiality, confidentiality and equal opportunities. The service provided is always free at the point of delivery.

The Trustees consider the provision of public benefit as a significant element of their responsibility.

Governance

The charity is the responsibility of a Trustee Board, the members of which are drawn from the local community. Its activities are carried out within the terms of Memorandum & Articles agreed with the Charity Commission. This governing document is reviewed regularly and amended as required by current legislation and/or good practice.

Members of the Trustee Board are the Trustees of the charity. The Trustees responsible for this report are:

Jon Barrett	(Chair)
Richard Wood	(Treasurer)
Cathy Boyd	
Leslie Edwards	
Wendy Steel	
Robin Wendt	

Members who resigned during the year were Betty Manford and Mike Unger.

Each current Trustee confirms that:

- a) insofar as the Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware; and
- b) the Trustee has taken all the steps that s/he ought to have taken as a Trustee in order to make himself/herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Responsibilities of Trustees and the Chief Executive

The trustees (who are also directors of Cheshire West CAB for the purposes of company law) are responsible for preparing the Trustees' Annual 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 judgements 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 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.

New Trustees

New members of the Trustee Board are provided with induction in line with the procedure recommended by Citizens Advice.

Organizational structure and decision-making

Responsibility for day-to-day management matters and the implementation of policy is delegated to the Chief Executive, within a clearly understood framework of strategic control.

Day-to-day responsibility for service delivery lies with the Operations Director, who is supported by a Management Team.

Senior Management Team:

Chief Executive	-	Paul Nicholls
Operations Director	-	Jason Bishop

Links to other charities

Cheshire West CAB is a member of the National Association of Citizens Advice Bureaux (charity number 279057).

Equal opportunities

The trustees recognize the positive value of diversity, promote equality and challenge discrimination. Cheshire West CAB meets all of its legal responsibilities and welcomes employees from all parts of the community, particularly under-represented groups.

The charity has an Equality and Diversity policy in place. It ensures the full and fair consideration and treatment of all staff, including people with disabilities, during their recruitment, training and career development with due regard to their personal attributes and abilities.

Risk management

Systems and procedures have been established to identify, monitor and manage the risks that Cheshire West CAB faces. Trustees and the Senior Management Team periodically review and update risks and mitigating actions.

The charity's operations expose the charity to a variety of financial risks. However, as it is a debt-free charity with a positive cash-flow, the impact of interest rate changes, debt market prices and liquidity are extremely low.

Cheshire West CAB receives the majority of funds in advance, and debts can be met as they fall due.

The statement of internal control included within this document sets out the risk and control framework.

Statement of Internal Control

Scope of responsibility

The Chief Executive (as accounting officer) and the Treasurer of the Trustee Board have joint responsibility for maintaining a sound system of internal control that supports the achievement of Cheshire West CAB's policies, aims and objectives.

The risk framework

The Trustee Board has a Risk Management Strategy and reviews the Risk Register annually.

Key risks identified during the latest review were:

- Changes to work pension rules from April 2015 have serious financial implications.
- Core contract with CWaC to be retendered in autumn 2014.
- Business continuity planning needs fundamental review.

Key areas of activity

Cheshire West CAB's charitable objects are:

[T]o promote any charitable purpose for the benefit of the community in Cheshire and surrounding areas ("the area of benefit") by the advancement of education, the protection and preservation of health

and the relief of poverty, sickness and distress and the addressing of discrimination and injustice.

It is the largest independent advice service in Cheshire and one of the largest third sector advice agencies in the North West. It is the second busiest CAB in the North West and the seventh busiest in England and Wales.

The front-line Community Legal Advice and Information Service provides general legal advice and assistance through teams of volunteers working in each of the four advice centres and at a variety of outreach locations.

Legal casework is provided by paid advisers in two key areas of social welfare law: debt and welfare benefits. We also have a limited capacity to provide specialist advice on employment matters.

The charity's mental health advocacy service provides, amongst other things, two areas of statutory entitlement for people with severe mental health needs: Independent Mental Capacity Advocacy and Independent Mental Health Advocacy. The mental health advocates also provide a general advocacy service to the same client group.

We provide a range of telephone advice services, including:

- advice on benefits, debt and other issues to Work Programme customers of Seetec based in Manchester, Cheshire, the East of England and East London; and
- a physical contact centre funded by RBS via Citizens advice, taking calls from throughout England on behalf of the wider Citizens Advice network.

We have continued to use funding from Vale Royal Clinical Commissioning Group to pilot an outreach service in GPs' surgeries in Northwich and Winsford.

Future Development

The Service Strategy 2010-14 set out the Trustees' objectives for the charity over that period:

- To transform the advice-giving process
- To develop preventative services
- To extend our policy and campaigning work
- To do more in partnership
- To enlarge and develop our workforce
- To build equality and diversity into everything we do

The charity had, by March 2014, made significant progress in all of those areas, though recognized that there remained much to achieve.

The trustees have adopted an interim two-year business plan for 2014/15 and 2015/16. This plan aims to build a stronger organization through pursuing three strategic goals:

- A better client experience

- Achieving best value
- Diverse and effective partnerships

Key areas of activity during the period of the plan will include:

- Developing integrated advice provision across Cheshire West & Chester, in collaboration with third sector partners.
- Realigning channels of access to put greater emphasis on telephone and web-based services.
- Harnessing the charity's fund-raising potential.
- Improving staff development and performance management.

Financial performance 2013/14

The merged Cheshire West CAB has now been operating successfully for five years. This has been a year of substantial change and this is reflected in the performance, but overall the combination of new business streams and end-game profits on old contracts have allowed us to deliver a small surplus of £13k. This has increased our reserves at 31/03 /14 to £240k.

Revenue

Revenue was 8% below budget at £1,298k and similarly lower than 2012/13, roughly back to the level of 2011/12. The main issue was our disappointing performance from CWCA Partnerships, our community interest company, where new business was only 50% of expectation. A number of new revenue streams have been developed, but largely from our core activities, and the timing of these was later in the year, with a lower impact on 2013/14 performance.

Compared to 2012/13 the major changes have been:

- With the ending of legal aid, Legal Services Commission income was £145k below last year.
- The Link contract that we managed in 2012/13 was always known to be for one year only and we were not successful in our bid for the Healthwatch contract that replaced it.
- Royal British Legion ended their national funding arrangement and decided to provide their support for service and ex-service personnel in-house.

Compensating these losses we have seen:

- The first full year of our contract to support GP Practices in the old Vale Royal area.
- The first part-year of Big Lottery ASTF funding for our work with other charities in Cheshire West, to review and streamline the way clients are supported in a more joined-up way across the district.
- A number of specific initiatives coordinated by Citizens Advice centrally where we were successful in our bids to be one of the preferred deliverers of the service. These included an initiative funded by Martin

Lewis to help people with their debt and financial management problems and a project to develop our phone service, in conjunction with two neighbouring bureaux.

Expenditure

With the fall in income we have managed to reduce our costs commensurately. This has meant taking a hard look at the organization and restructuring it in to support more appropriately new approaches to delivering service. Permanent headcount has reduced from approaching 50 to around 40 at 31st March 2014. Cost savings have been achieved in many of the controllable cost areas; a necessity in the current climate. This has included costs such as postage and travel where more economic communication methods have become available and IT, where a lot of the non-capital improvements took place in earlier years.

Profit and Loss balance sheet

The overall surplus for the year was £13k. Within this figure we have absorbed around £40k of redundancy costs and continued with our practice of being well provisioned for known and likely future risks. We have updated our Reserves Policy in the light of the new structure and business focus and believe that, at £240k, we are adequately within the range that the policy requires.

The cash position remains sound with many of our contracts involving early payment of grants and service income streams. We had £475k of cash in our Accounts at 31st March 2014 but see this as a peak as more of our contracts move to a phased, rather than prepaid basis from 2014/15.

Debtors were low at £47k and all have now been satisfactorily collected in the early months of the new year.

Financial summary

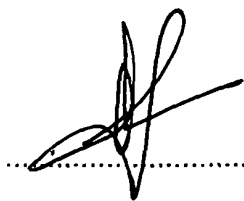
We believe that the organization has come through a difficult year reasonably successfully, but we must not be complacent about the future as we need to retain grants and contracts in an increasingly competitive environment.

Conclusion

The Trustees extend their thanks to Alistair Jeffs, Jo Jones and the officers and members of Cheshire West and Chester Council for the confidence they have placed in our charity; to the Big Lottery; and to all other funding partners.

We thank the staff of Citizens Advice for their support and guidance, in particular our colleague Val Murphy.

As always, we have a debt of gratitude to our paid staff and volunteers, who have continued to provide excellent service to the local community.



Jon Barrett
Chair of the Trustee Board

19/9/2014

2014

CHESHIRE WEST CAB
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD ENDED 31 MARCH 2014

		PERIOD TO 31 MARCH 2014			PERIOD TO 31 MARCH 2013
	Note s	Restricted Funds £	Unrestricted Funds £	Total Funds £	Total Funds £
INCOMING RESOURCES					
Voluntary Income					
Donations and Gifts			25,317	25,317	19,341
Investment Income			4,378	4,378	3,896
Incoming Resources from Charitable objects					
Grants and Service Contracts	10	201,299	631,632	832,931	930,657
Legal Services Commission			41,487	41,487	186,323
Big Lottery Fund		77,226		77,226	70,000
Citizens Advice (Seetec)		54,351		54,351	67,434
Citizens Advice (PCC Contract)		82,583		82,583	82,583
Citizens Advice Hampshire		36,500		36,500	35,000
Citizens Advice		56,737	20,000	76,737	3,000
Sundry Income			66,507	66,507	18,550
TOTAL INCOMING RESOURCES		508,696	789,321	1,298,017	1,416,784
RESOURCES EXPENDED					
Costs of Generating Voluntary Income					
Fund Raising and Publicity	2	198	302	500	1,508
Costs re Charitable Activities					
Direct Charitable Support	3	424,696	648,036	1,072,732	1,179,901
Management and Administration	4	75,716	115,531	191,247	237,367
Governance Costs	5	8,086	12,339	20,425	17,958
TOTAL RESOURCES EXPENDED	6	508,696	776,208	1,284,904	1,436,734
NET INCOMING/(OUTGOING)					
RESOURCES AND MOVEMENT OF FUNDS					
		0	13,113	13,113	-19,950
RECONCILIATION OF FUNDS					
Total Funds brought forward at 1/4/13		0	226,880	226,880	226,880
Total Funds carried forward at 31/3/14		0	239,993	239,993	

**CHESHIRE WEST CAB
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE PERIOD ENDED 31 MARCH 2014**

The notes on pages 14-19 form an integral part of these financial statements

**CHESHIRE WEST CAB
BALANCE SHEET AS AT 31 MARCH 2014**

	NOT E	AT 31 MARCH 2014 £	AT 31 MARCH 2013 £
TANGIBLE FIXED ASSETS	7	26,319	26,746
CURRENT ASSETS			
Debtors	8	47,029	86,147
Cash In Hand		347	205
Cash at Bank		475,513	370,674
		522,889	457,026
Creditors (Amounts falling due within one year)	9	309,215	256,892
NET CURRENT ASSETS		213,674	200,134
NET ASSETS		239,993	226,880
FUNDS		239,993	226,880
RESTRICTED FUNDS		0	0
UNRESTRICTED FUNDS		239,993	226,880

I have prepared and fully approve the above accounts:-

RICHARD WOOD
TRUSTEE AND TREASURER
2014

15/9/2014

I have perused and fully approve the above accounts:-

JON BARRETT
TRUSTEE
2014

19/9/2014

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Company Number 06783496

CHESHIRE WEST CAB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014

1. ACCOUNTING POLICIES

(a) Basis of accounting

The accounts have been prepared under the historical cost convention. They are in accordance with the Accounting and Reporting Charities-Statement of Recommended Practice (SORP 2005), the Charities Act 2011 and the Financial Reporting Standard for Smaller Entities (effective April 2008).

(b) Tangible fixed assets

The cost of tangible fixed assets is their purchase cost together with any incidental costs of acquisition. Unrecoverable Value Added Tax is not included but may have been included in prior years where a CAB was not registered for VAT.

Depreciation is provided on a four-year basis for computer equipment and on a five-year basis for other items of office equipment, telephony, etc. Assets with Net Book Values from the original CABx have been depreciated in line with the original methods in place prior to merger in previous years. Residual net book values have now been written off in full in the year ended 31st March 2013.

(c) Grants and Service Contracts

This represents monies receivable for the year in the form of grants or remuneration arising from service level agreements and contracts.

(d) Income is deferred in respect of cash received relating to future expenditure.

(e) Allocation of costs

Salaries and related employment costs comprise the major part of the bureau costs. Given the nature of the services provided, these costs, excepting an assessment for senior management, administration and governance, are treated as direct charitable expenditure. Management and administration comprises the cost of the Chief Executive's Office and a specific list of corporate and property-based overheads.

Expenditure represents all costs paid and payable up to the Accounting Reference Date with appropriate accruals for all significant items.

(f) Value Added Tax

The bureau is able to recover VAT in accordance with an agreed partial exemption method in place at Vale Royal CAB and Ellesmere Port & Neston CAB prior to the merger.

(g) Pension Costs

The bureau operates defined contribution pension schemes inherited from the pre-merger bureaux. The reduction in costs is owing to staff leaving the company and most new starters not joining a scheme.

CHESHIRE WEST CAB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014 (CONTINUED)

	TOTAL FUNDS 2014 £	TOTAL FUNDS 2013 £
2. FUND RAISING AND PUBLICITY		
Copying	500	500
Advertising	0	1,008
Total	500	1,508
3. DIRECT CHARITABLE SUPPORT		
Wages, National Insurance, Pensions	914,491	1,057,740
Travel Expenses	44,132	48,868
Information and Publications	10,116	9,392
Training costs	4,340	4,521
Copying		3,898
Recruitment costs	1,037	22
Telephone costs	22,093	20,713
Printing and Stationery	12,923	11,446
Postage	4,427	8,610
Information Technology	5,213	10,196
Partnership Support	53,262	
Legal Aid Disbursements	698	4,495
Total	1,072,732	1,179,901
4. MANAGEMENT AND ADMINISTRATION		
Wages, National Insurance, Pensions	65,000	65,000
Rent	66,641	56,521
Heat, Light, Water	23,011	23,482
Cleaning	6,118	6,347
Insurance	9,638	9,927
Repairs and Consumables	7,686	3,519
Audit and Accountancy	5,015	5,126
Depreciation(Tangible Assets)	16,219	16,956
Legal and Professional Fees	491	1,266
Bank Charges	56	65
Local Involvement Network costs		33,210
Relocation costs	4,000	23,197
Sundries	7,797	10,709
Total	211,672	255,325

CHESHIRE WEST CAB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014 (CONTINUED)

5. GOVERNANCE COSTS (INCLUDED IN 4 ABOVE)

	2014	2013
	£	£
Audit Fees	5,015	5,126
Insurance	9,638	6,210
Bank Charges	56	65
Legal and Professional Fees	491	1,266
Trustee Expenses	225	291
Salary Costs	5,000	5,000
Total	20,425	17,958

6. TOTAL RESOURCES EXPENDED

	Staff Costs £	Depreciation £	Other Costs £	TOTAL 2014 £	TOTAL 2013 £
Advice Work	914,491		158,241	1,072,732	1,179,901
Fund Raising and Publicity			500	500	1,508
Management/Admin	65,000	16,219	130,453	211,672	255,325
Total	979,491	16,219	289,194	1,284,904	1,436,734
Governance Element	5,000		15,425	20,425	17,958

The Wages, Salary and Pension costs are made up as follows:-

	2014 £	2013 £
Wages and Salaries	899,796	1,031,941
Employers` National Insurance	72,338	83,602
Pension Costs *	7,357	7,197
Total	979,491	1,122,740

* The Company operates a defined contribution pension scheme for those staff who have elected to join the scheme. There are four similar schemes but with differing contribution rates inherited from the three original Bureaux. The assets of the schemes are held separate from those of the company in independently administered funds. All contributions were up to date at the balance sheet date.

CHESHIRE WEST CAB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014 (CONTINUED)

7. TANGIBLE FIXED ASSETS

	Computers	Other Equipment	Total
	£	£	£
GROSS COST			
Opening Balance	29,911	26,997	56,908
Additions	14,853	939	15,792
Disposals			
Closing Balance	44,764	27,936	72,700
DEPRECIATION			
Opening Balance	16,358	13,804	30,162
Charge for the year	10,631	5,588	16,219
Disposals			
Closing Balance	26,989	19,392	46,381
NET BOOK VALUE			
Opening Balance	13,553	13,193	26,746
Closing Balance	17,775	8,544	26,319

There were no capital commitments at the year-end. There were none at 31st March 2014.

8. DEBTORS (Short Term)

	2014	2013
	£	£
Grant Debtors	41,366	8,750
Other Debtors	1,759	72,278
Prepayments	3,904	5,119
47029	47,029	86,147

9. CREDITORS

Amounts falling due within one year	2014	2013
	£	£
Accruals	92,077	66,509
Deferred Income	196,592	158,316
Taxation and Social Security	20,546	32,067
Total	309,215	256,892

CHESHIRE WEST CAB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014 (CONTINUED)

10. GRANTS AND SERVICE CONTRACTS

The main sources of income from grants and service contracts are:

	2014 £	2013 £
RESTRICTED FUNDS		
Citizens Advice / Department for BIS (F2F)	165,307	169,944
Royal British Legion	35,992	57,698
Money Active		2,000
Total	201,299	229,642
UNRESTRICTED FUNDS		
Vale Royal Clinical Commissioning Group (Advocacy)	27,133	27,133
Vale Royal Clinical Commissioning Group (Healthy Advice)	94,000	10,470
Cheshire West & Chester Council (Clais)	507,499	533,560
Cheshire West & Chester Council (LINK)	3,000	127,054
Service Users' Resource Centre		2,798
Other Activities		
Total	631,632	701,015
Total Restricted and Unrestricted	832,931	930,657

11. AVERAGE NUMBERS

	2014	2013
Paid Staff	40	49
Volunteers	140	140
	180	189

12.

TRUSTEES

No payments have been made to Trustees in the conduct of their duties.

Mr Richard Wood received £225 in travelling expenses in connection with his role as Treasurer.

**CHESHIRE WEST CAB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDING 31ST MARCH 2014 (CONTINUED)**

13. GENERAL POINTS

No employee of Cheshire West CAB had earnings in excess of £60,000 in the year.

There is no individual or group of individuals holding a controlling interest in the company.

Financial commitments exist as follows:-

Winsford accommodation: rental From Winsford Town Council at £8,841 per annum to 31/03/2014.

Chester accommodation: rental from Cheshire West & Chester Council at £2,825 per quarter (lease expired but deemed extended to 31/3/14 in line with contract)

Northwich accommodation: rental from Cheshire West & Chester Council at £2,042 per month to 31/05/17, with break at 31/03/14 if the CLAIS contract is not extended.

Ellesmere Port accommodation: rental from Cheshire West & Chester Council at £5,500 per quarter to 31/03/14 in line with contract.

In yearly groupings these commitments are:

0-1 year	1-2 years	2-5 years
£	£	£
Minimal	0	0

There is no Controlling Party of Cheshire West CAB.

**INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF
CHESHIRE WEST CAB LIMITED
FOR THE YEAR ENDED 31 MARCH 2014**

We have audited the financial statements of Cheshire West CAB Limited for the year ended 31 March 2014 set out on pages 12 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006. 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 trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Boards Ethical Standards for Auditors

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implication for our report.

Opinion on financial statements

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2014 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the accounts; or the charitable company has not kept adequate accounting records; or
- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit, or



Mr Robert Evans BSc, FCA (Senior Statutory Auditor)
For and on behalf of Hall Livesey Brown

25 September 2014

Chartered Accountants
Statutory Auditor
Chartered Accountants and Registered Auditors
68 High Street
Tarpoley
Cheshire CW6 0AT