### **COMPANY REGISTRATION NUMBER NI018561**

# CAMPHILL COMMUNITY CLANABOGAN COMPANY LIMITED BY GUARANTEE FINANCIAL STATEMENTS 31 JANUARY 2010

### **Charity Number XR74489**



### **MUIR & ADDY**

Chartered Accountants & Statutory Auditor
427 Holywood Road
Belfast
BT4 2LT

### FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

CONTENTS	PAGE
Trustees Annual Report	1
Independent auditor's report to the members	7
Statement of financial activities (incorporating the income and expenditure account)	9
Balance sheet	10
Notes to the financial statements	11

### TRUSTEES ANNUAL REPORT

### YEAR ENDED 31 JANUARY 2010

The trustees who are also directors for the purposes of company law have pleasure in presenting their report and the financial statements of the charity for the year ended 31 January 2010

### REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name Campbill Community Clanabogan

Charity registration number XR74489

Company registration number NI018561

Principal address 15 Drudgeon Road

Omagh Co Tyrone BT78 1TJ

Registered office Muir Building

427 Holywood Road

Belfast BT4 2LT

### THE TRUSTEES

The trustees who served the company during the period were as follows

J Faux

M Campbell

J Entwistle

R Jamshidi

C McAleer

V Brogan

A Peters

M Sturm

P Faulhaber

H Kemper

A Rohwerder (Resigned 24 July 2009) L McGrath (Resigned 24 July 2009)

Secretary Augusta Peters

Auditor Muir & Addy

Chartered Accountants & Statutory Auditor 427 Holywood Road

Belfast BT4 2LT

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 JANUARY 2010

Bankers Bank of Ireland

Belfast City Branch

Belfast BT1 2BA

Solicitors C&H Jefferson Solicitors

Norwich Union House 7 Fountain Street

Belfast

Beltast BT1 5EA

### STRUCTURE GOVERNANCE AND MANAGEMENT

### Governing document

Camphill Community Clanabogan is a company limited by guarantee (Registration Number NI018561) The company is governed by its Memorandum and Articles of Association In the event of the company being wound up liability is limited to £5 per member. The company is recognised as a charity by HMRC (reference XR74489)

### Principal activity

The principal activity of the company is the provision of residential accommodation and social care and therapy for adults with learning disabilities within a life sharing community setting

### Recruiting and Appointing of New Council Members

The method of selection for all new council members is through appointment by existing council members

### Training of New Council Members

There is a Council Member Induction Pack for new members of the Management Council as well as conferences and organised training days

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 JANUARY 2010

### Decision making

The Council of Management as trustees of Camphill Community Clanabogan are responsible for the overall legal and financial management of the Community The Council of Management meets once a month with the exception of July The work of implementing most of their policies is carried out by a set of mandated groups to which the Council of Management has delegated responsibility

The Council of Management has mandated decision making to the following groups

Focus/Finance Group Village Forum Home Co ordinators Group Social Care Group Home & Work Co ordinators Group Building & Maintenance Group

### Relationships with any other charity or organisation

The company is part of a worldwide charitable organisation and has relationships with the following companies within the Camphill movement in Northern Ireland Camphill Communities Trust (NI) Camphill Community Holywood Camphill Community Mourne Grange Camphill Community Glencraig and Camphill Social Fund (NI) The Community rents properties owned by Craigowen Housing Association

#### Statement of Risks

The main risks to the Company are associated with being adequately funded to continue with caring for its vulnerable adults. Increasing care and support needs due to age and health as well as additional administration require additional resources and employed staff. The succession of co workers is also an issue. The Council of Management is responsible for all risks faced by the community. Detailed considerations of risk are delegated to the mandated groups established to deal with each of these areas. Risks are identified assessed and controls established throughout the year. Through the risk management processes established the Council of Management is satisfied that all major risks identified have been adequately mitigated, where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

### TRUSTEES ANNUAL REPORT (continued)

#### YEAR ENDED 31 JANUARY 2010

### **OBJECTIVES AND ACTIVITIES**

#### Charity s Aims

The principal aims of the company are the provision of supported living, care and day care for adults with a learning disability and associated difficulties within a life sharing community setting

### Main Objectives for the Year

To develop and improve practice and administration in relation to housing support services provided by the organisation and monitored by the Housing Executive the administering authority for Supporting People in Northern Ireland

### Strategies for Achieving Objectives

The four core objectives under the Quality Assessment Framework (QAF)

Needs Assessment and Support Planning
Health and Safetv
Protection from Abuse
Fair Access Diversity and Inclusion
and by ensuring continuous improvement to achieve higher standards

In addition there are thirteen supplementary objectives and the company assesses its performance in meeting defined standards on an evidence based approach

### **Details of Significant Activities**

In March 2009 RQIA pre registration domiciliary and day care inspections took place successfully and full registration was received. Well established links with Omagh College of Further and Higher Education were maintained and residents participate regularly in courses and activities. A special highlight was the college formal where a large group of the community took part and looked stunning. In May 2009 the annual Open Day attracted 1150 visitors, helping to further integrate the Community in the locality. During the second part of the year successful applicants with learning disability were recruited filling all vacant places and resulting in much needed additional income. Thirteen staff completed the NVQ2 course in health and social care and proceeded on to NVQ3.

### ACHIEVEMENTS AND PERFORMANCE

### Review of Performance against Objectives

A self assessment process against the Quality Assessment and Improvement Framework issued by RQIA was carried out in preparation for the Registration Inspection by the RQIA Team. The Inspection took place successfully with some minor improvements suggested. We are continuing to develop our self assessment procedures for example annual audit of key areas.

### **Fundraising Activities**

The Friends of Clanabogan had an active fundraising year

#### FINANCIAL REVIEW

### Review of the business

The Community is non profit making with net incoming resources of £54 329 for the year Capital expenditure incurred during the year amounted to £1 622. The management is engaged in ongoing efficiency savings and is aware of sustainable use of resources.

### TRUSTEES ANNUAL REPORT (continued)

### YEAR ENDED 31 JANUARY 2010

#### PLANS FOR FUTURE PERIODS

For the coming year we plan to focus on controlling costs and improving internal efficiency

### RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Camphill Community Clanabogan 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 proper 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. The trustees 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 auditor is 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 auditor is aware of that information

### TRUSTEES ANNUAL REPORT (continued)

### **YEAR ENDED 31 JANUARY 2010**

### **AUDITOR**

Muir & Addy are deemed to be re appointed under section 487(2) of the Companies Act 2006

Registered office Muir Building 427 Holywood Road Belfast BT4 2LT Signed on behalf of the trustees

Augusta Peters

Secretary

12 May 2010



### INDEPENDENT AUDITOR S REPORT TO THE MEMBERS OF MICHAEL COMMUNITY CLANABOGAN CHART

### YEAR ENDED 31 JANUARY 2010

We have audited the financial statements of Campbill Community Clanabogan for the year ended 31 January 2010 on pages 9 to 17 which have been prepared on the basis of the accounting policies set out on pages 11 to 12

This report is made solely to the company's members as a body in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an 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 company and the company's members as a body for our audit work for this report or for the opinions we have formed

### RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND AUDITORS

The responsibilities of the trustees (who also act as directors of Camphill Community Clanabogan for the purposes of company law) 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) are set out in the Statement of Responsibilities of the Trustees on page 5

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 2006 and whether the information given in the Trustees Annual Report is consistent with the financial statements

In addition we report to vou if in our opinion the charitable company 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 remuneration of the trustees and other transactions is not disclosed

We read the Trustees Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it



### YEAR ENDED 31 JANUARY 2010

### 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 trustees 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 charitable company's affairs as at 31 January 2010 and of its incoming resources and application of resources including its income and expenditure for the year then ended
- the financial statements have been properly prepared in accordance with the Companies Act 2006 and

the information given in the Trustees Annual Report is consistent with the financial statements

PAUL LEATHEM (Semor Statutory

Auditor)

For and on behalf of MUIR & ADDY

Paul Letter

Chartered Accountants & Statutory Auditor

Belfast BT42LT

427 Holywood Road

12 May 2010

### STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

### YEAR ENDED 31 JANUARY 2010

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
INCOMING RESOURCES	S				
Incoming resources from					
generating funds					
Voluntary income Activities for generating	2	56,321	-	56,321	47 658
funds	3	4,653		4,653	3 678
Incoming resources from					
charitable activities	4	687.296	527,222	1,214 518	1 465 731
Other incoming resources	5	-	-	_	369
TOTAL INCOMING					
RESOURCES		748,270	527,222	1,275 492	1 517 436
RESOURCES EXPENDED	)				
Charitable activities	6/7	(690 614)	(523,299)	(1,213,913)	(1 217 322)
Governance costs	8	(3,327)	(3 923)	(7,250)	(6 750)
TOTAL RESOURCES		<del></del>	<del></del>	<del></del>	
EXPENDED		(693 941)	(527,222)	(1,221 163)	(1 224 072)
NET INCOMING RESOURCES FOR THE YEAR/NET INCOME					
FOR THE YEAR RECONCILIATION OF FUNDS	9	54,329	_	54,329	293 364
Total funds brought forward		(298,976)	-	(298,976)	(592 340)
TOTAL FUNDS CARRIED	0	-— — — <del>—</del>		<del>_</del>	
FORWARD		(244,647)	-	(244,647)	(298 976)

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

### **BALANCE SHEET**

### **31 JANUARY 2010**

	Note	2010 £	2009 £
FIXED ASSETS			-
Tangible assets	11	55 952	89 753
CURRENT ASSETS			
Stocks	12	99 617	105 165
Debtors	13	624,154	448 520
Cash at bank and in hand		49,365	20 777
		773 136	574 462
CREDITORS Amounts falling due within one year	14	(1 073,735)	(963 191)
NET CURRENT LIABILITIES		(300,599)	(388 729)
TOTAL ASSETS LESS CURRENT LIABILITIES		(244 647)	(298 976)
NET LIABILITIES		(244,647)	(298 976)
FUNDS			
Restricted income funds	15		~
Unrestricted income funds	16	(244,647)	(298 976)
TOTAL FUNDS		(244,647)	(298 976)

These financial statements were approved by the members of the committee on the 12 May 2010 and are signed on their behalf by

Management Council Member

Colette Mi Alee

C McAleer

Management Council Member

M Sturm

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

#### 1 ACCOUNTING POLICIES

### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005 (SORP 2005) and the Companies Act 2006

#### Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small

### Fund accounting

The charity is responsible for various types of funds which require separate disclosures as follows

### Restricted funds

Funds earmarked by the donor for a specific purpose

### Unrestricted funds

Funds which are expendable at the discretion of the directors in the furtherance of the objects of the charity

### Resources expended

Resources expended are recognised in the period in which costs or the expense is incurred. The costs of generating voluntary income include direct costs involved in fundraising. The cost of charitable activities includes all direct costs relating to charitable projects and also includes all overheads with the exception of governance costs which comprise audit and legal advice for trustees and costs associated with constitutional and statutory requirements.

#### Fixed assets

All fixed assets are initially recorded at cost

### Depreciation

Depreciation is calculated so as to write off the cost of an asset less its estimated residual value over the useful economic life of that asset as follows

Farm implements and equipment 10% straight line Motor vehicles 25% straight line

# NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 JANUARY 2010

### 1 ACCOUNTING POLICIES (continued)

#### Stocks

Stocks of consumables other stocks and livestock are valued at the lower of cost and net realisable value. The value of livestock incorporates all direct costs in rearing the animals and a proportion of indirect costs attributable to their production. Net realisable value is calculated by the farm manager and livestock is valued by similar type and quantity together on an average basis classified according to age.

### Pension costs

The company operates a defined contribution scheme for paid employees. The amount charged to the Income and Expenditure account represents the contributions payable under the rules of the scheme

### Incoming resources

All incoming resources are recognised in the statement of financial activities in the year in which they are receivable

### Taxation

The company is registered as a charity and is therefore exempt from certain taxation

### 2 VOLUNTARY INCOME

	Unrestricted	Total Funds	Total Funds
	Funds	2010	2009
	£	£	£
Other income			
Expenses refunded re Housing support	37 121	37,121	30 498
Parents contributions	19 200	19,200	17 160
	56,321	56 321	47 658

### 3 INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted	<b>Total Funds</b>	<b>Total Funds</b>
	Funds	2010	2009
	£	£	£
Various fundraising events	4 653	4 653	3 678
•			<del></del>

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

### 4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted	Restricted	<b>Total Funds</b>	Total Funds
	Funds	Funds	2010	2009
	£	£	£	£
Farm	9 163	-	9,163	3 193
Bakery	735	_	735	1 555
Weavery	1,097	_	1 097	1 284
Woodwork	737	_	737	1 422
Adults fees	444 726	_	444,726	410 785
Adults fees previous years	_	_	_	306 597
Supporting people	<u>-</u>	527,222	527,222	506 530
Residents charges	230,838	_	230 838	234 365
	687,296	527,222	1,214 518	1 465 731

### 5 OTHER INCOMING RESOURCES

	<b>Total Funds</b>	Total Funds
	2010	2009
	£	£
Insurance compensation	-	369

### 6 COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted	Restricted	Total Funds	Total Funds
	Funds	Funds	2010	2009
	£	£	£	£
Costs of charitable activities	602,789	523 299	1 126 088	1 148 039
Farm	64,534	_	64 534	54 007
Estate and garden	3,312	_	3,312	4 262
Bakery	12 699	-	12,699	7 422
Weaverv	1,586	_	1,586	1 173
Woodwork	5 694	-	5 694	2 419
	690,614	523,299	1,213,913	1 217 322

### 7 COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

		Total Funds	Total Funds
		2010	2009
	£	£	£
Costs of charitable activities	1,126 088	1 126,088	1 148 039
Farm	64 534	64 534	54 007
Estate and garden	3,312	3 312	4 262
Bakery	12,699	12,699	7 422
Weaverv	1 586	1 586	1 173
Woodwork	5 694	5,694	2 419
	1,213,913	1 213 913	1 217 322

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

### **8** GOVERNANCE COSTS

	Audit fees	Unrestricted Funds £ 3,327	Restricted Funds £ 3,923	Total Funds 2010 £ 7,250	Total Funds 2009 £ 6 750
9	NET INCOMING RESOURCES FO	OR THE YEAR			
	This is stated after charging				
				2010	2009
	C4-FC			£	£
	Staff pension contributions			5,729	5 544
	Depreciation Auditors remuneration			35 423	46 760
	audit of the financial statements			7,250	6 750
	adort of the manetal statements			- <del></del>	<del></del>
10	PARTICULARS OF EMPLOYEES				
	Total staff costs were as follows				
				2010 £	2009 £
	Wages and salaries			195,834	186 321
	Social security costs			14 120	14 688
	Other pension costs			5 729	5 544
	•			215 683	206 553
	Particulars of employees				
	The average number of employees equivalents was as follows	during the year	calculated	on the basis	of full time
				2010	2009
				No	No
	Number of staff			16	15

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

### 11 TANGIBLE FIXED ASSETS

		Farm equipment £	Motor Vehicles £	Total £
	COST	<del></del>		
	At 1 February 2009	161 675	144 109	305 784
	Additions	1 622	~	1 622
	At 31 January 2010	163,297	144,109	307,406
	DEPRECIATION			
	At 1 February 2009	100 339	115,692	216,031
	Charge for the year	11,242	24 181	35 423
	At 31 January 2010	111,581	139,873	251,454
	NET BOOK VALUE			
	At 31 January 2010	51 716	4,236	55 952
	At 31 January 2009	61 336	28 417	89 753
	At 11 January 2009	01 330	20 417	<del>====</del>
12	STOCKS			
			2010	2009
	0. 1		£	£
	Stock		99 617	105 165
13	DEBTORS			
			2010	2009
			£	£
	Due from Camphill Communities Trust (NI)		349,922	365 909
	Other debtors		269,057	75 000
	Prepayments		5 175	7 611
			624 154	448 520
14	CREDITORS Amounts falling due within one year	r		
			2010	2009
			£	£
	Bank loans and overdrafts		692 825	645 822
	Money held on behalf of residents		40 056	12 555
	Taxation and social security		3 570	3 723
	Accruals		337,284	301 091
			1,073,735	963 191

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

### 15 RESTRICTED INCOME FUNDS

	Supporting People		Incoming resources £ 527,222	Outgoing resources £ (527,222)	Balance at 31 Jan 2010 £
16	UNRESTRICTED INCOME	FUNDS			
		Balance at 1 Feb 2009 £	Incoming resources	Outgoing resources £	Balance at 31 Jan 2010 £
	General Funds	(298,976)	748,270	(693 941)	(244 647)

### 17 ANALYSIS OF NET ASSETS BETWEEN FUNDS

		Net current	
	Tangible	assets/	
	fixed assets	(habilities)	Total
	£	£	£
Unrestricted Income Funds	55 952	(300,599)	(244 647)
Total Funds	55 952	(300 599)	(244 647)

### 18 RELATED PARTY TRANSACTIONS

Camphill Community Clanabogan purchased goods to the value of £2 035 from R&S Biomass Equipment Limited There were no amounts outstanding at the balance sheet date

Relationship Mr Martin Sturm is a director of both R&S Biomass Equipment Limited and Camphill Community Clanabogan

### 19 GOING CONCERN

The company which had net liabilities of £244 647 at 31 January 2010 is dependent upon the continued support of its funders and its bankers. The directors of Camphill Community Clanabogan are confident that this support will continue to be forthcoming and that it is appropriate to prepare the financial statements on a going concern basis. No provision for any fees in arrears has been reflected in the accounts.

#### 20 COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee the members being required to pay not more than £5 in the event of a winding up

### NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 JANUARY 2010

### 21 TRANSACTIONS WITH CAMPHILL COMMUNITIES IN NORTHERN IRELAND

### WITH CAMPHILL COMMUNITIES TRUST (NI)

	2010	2009
Natura of transaction duming a room	£	£
Nature of transaction during year		
Amount owing by Camphill Communities Trust (NI) at 31 January		
2010	349 922	365 909
Rental charge made by Camphill Communities Trust (NI)	130 020	130 002
With Camphill Social Fund (NI)		
Nature of transactions during year		
Charitable donations given	36 528	36 528
Co workers pension contribution given	95 000	95 000

### 22 MANAGEMENT COUNCIL

The company is managed by a Management Council Members do not receive a salary Some of the members live within the Clanabogan Community and their living expenses are paid by the Community It is not practical to quantify these living expenses

### 23 DONATIONS

Donations made to Camphill Communities Trust (NI) on behalf of Camphill Community Clanabogan during the year were

	2010 £	2009 f
General	10 822	9 418
Specific	3,600	3 820
	14 422	13 238

Expenditure relating to donations received has been incurred by Camphill Communities Trust (NI)