

**Crossroads (Dunfermline) Care Attendant
Scheme**

Financial Statements

31st March 2003

Company Registration Number SC191068



CONDIE & CO
Chartered Accountants & Registered Auditors
10 Abbey Park Place
Dunfermline
Fife
KY12 7NZ

Crossroads (Dunfermline) Care Attendant Scheme

Financial Statements

For the Year Ended 31st March 2003

Contents	Page
Officers and Professional Advisers	1
The Directors' Report	2
Auditors' Report to the Members	3
Revenue Account	4
Balance Sheet	5
Notes to the Financial Statements	6
The following page does not form part of the financial statements	
Detailed Revenue Account	10

Crossroads (Dunfermline) Care Attendant Scheme

Officers and Professional Advisers

The Board of Directors

Mr B Paterson
Mr A D Combe
Mrs L E Fraser
Mr B Dean
Mrs L Duff
Mrs J Lockhart
Mrs F M MacLachlan
Mrs A McFadden
Mrs M Nethery

Company Secretary

Mrs G K W Brock

Registered Office

Abbey Park House
Basement Flat
15 Abbey Park Place
Dunfermline
KY12 7BP

Auditors

Condie & Co
Chartered Accountants
& Registered Auditors
10 Abbey Park Place
Dunfermline
Fife
KY12 7NZ

Bankers

The Royal Bank of Scotland plc
52-54 East Port
Dunfermline
KY12 7HB

Solicitors

Lindsays WS
11 Atholl Crescent
Edinburgh
EH3 8HE

Crossroads (Dunfermline) Care Attendant Scheme

The Directors' Report

For the Year Ended 31st March 2003

The directors have pleasure in presenting their report and the financial statements of the scheme for the year ended 31st March 2003.

Principal Activities and Business Review

The principal activity of the scheme during the year was the provision of caring hours to relieve stress on the persons or families caring for physically or mentally disabled or elderly persons.

The directors consider the scheme's state of affairs to be satisfactory.

Results

The trading results for the year, and the scheme's financial position at the end of the year are shown in the attached financial statements.

Directors

The directors who served the scheme during the year were as follows:

Mrs H Murdoch	(Resigned 1 July 2002)
Mr B Paterson	
Mr A D Combe	
Mrs L E Fraser	
Mr B Dean	(Appointed 4 December 2002)
Mrs L Duff	(Appointed 4 December 2002)
Mrs J Lockhart	(Appointed 4 December 2002)
Mrs F M MacLachlan	(Appointed 4 December 2002)
Mrs A McFadden	(Appointed 4 December 2002)
Mrs M Nethery	(Appointed 4 December 2002)

Directors' Responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

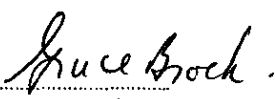
In preparing those financial statements, the directors are required to select suitable accounting policies, as described on page 6, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The directors must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the scheme will continue in business.

The directors are 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 that the financial statements comply with the Companies Act 1985. The directors are also responsible for safeguarding the assets of the scheme and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

A resolution to re-appoint Condie & Co as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

Signed by order of the directors


Mrs G W Brock
Company Secretary

Approved by the directors on 4th June 2003

Auditors' Report to the Members of Crossroads (Dunfermline) Care Attendant Scheme

We have audited the financial statements on pages 4 to 8 of Crossroads (Dunfermline) Care Attendant Scheme for the year ended 31st March 2003. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the scheme's members, as a body, in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the scheme'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 scheme and the scheme's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described in the Statement of Directors' Responsibilities the scheme's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the scheme 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 directors' remuneration and transactions with the company is not disclosed.

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

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards 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 judgments made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the scheme'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 statement.

Opinion

In our opinion the financial statements give a true and fair view of the state of the scheme's affairs as at 31st March 2003 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Condie & Co.

CONDIE & CO

Chartered Accountants &
Registered Auditors
10 Abbey Park Place
DUNFERMLINE KY12 7NZ

12th June 2003

Crossroads (Dunfermline) Care Attendant Scheme

Revenue Account

For the Year Ended 31st March 2003

	Note	2003 £	2002 £
Income	2	62,483	80,385
Operating Expenses		(33,062)	(38,490)
Gross Surplus		29,421	41,895
Administrative expenses		(14,785)	(10,572)
Operating Surplus	3	14,636	31,323
Interest receivable	5	579	699
Surplus on Ordinary Activities Before Taxation		15,215	32,022
Tax on surplus/(deficit) on ordinary activities	6	-	-
Retained Surplus for the Financial Year		15,215	32,022
Balance brought forward		28,254	(3,768)
Balance carried forward		43,469	28,254

The scheme has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the scheme are classed as continuing.

The notes on pages 6 to 8 form part of these financial statements.


Crossroads (Dunfermline) Care Attendant Scheme

Balance Sheet

As at 31st March 2003

	Note	2003 £	£	2002 £
Fixed Assets				
Tangible assets	7		557	<u>130</u>
Current Assets				
Cash at bank and in hand		70,630		55,654
Creditors: Amounts Falling due Within One Year	8	<u>(813)</u>		<u>(625)</u>
Net Current Assets			<u>69,817</u>	<u>55,029</u>
Total Assets Less Current Liabilities			<u>70,374</u>	<u>55,159</u>
Reserves	9			
Retained reserves	10		26,905	26,905
Revenue account			<u>43,469</u>	<u>28,254</u>
Members' Funds			<u>70,374</u>	<u>55,159</u>

These financial statements were approved by the directors on 4th June 2003 and are signed on their behalf by:



Mr A D Combe
Director

The notes on pages 6 to 8 form part of these financial statements.

Crossroads (Dunfermline) Care Attendant Scheme

Notes to the Financial Statements

For the Year Ended 31st March 2003

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards.

Cash Flow Statement

The scheme has taken advantage of the exemption from preparing a Cashflow Statement conferred by Financial Reporting Standard No. 1 on the grounds that it qualifies as a small company.

Income

The income shown in the revenue account represents amounts received during the year.

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:

Computer Equipment	- 33% straight line
Equipment	- 25% reducing balance

Grants

Grants received of a revenue nature are credited to the Revenue Account in the year in which they are received.

2. Income

An analysis of income is given below:

	2003	2002
	£	£
Grants	54,926	64,453
Donations	2,617	8,153
Other	91	747
Care - subcontracting	4,849	7,032
	<u>62,483</u>	<u>80,385</u>

3. Operating Surplus

Operating surplus is stated after charging:

	2003	2002
	£	£
Directors' emoluments	-	-
Depreciation	260	84
Auditors' remuneration		
- as auditors	<u>625</u>	<u>625</u>

Crossroads (Dunfermline) Care Attendant Scheme

Notes to the Financial Statements

For the Year Ended 31st March 2003

4. Particulars of Employees

The average number of staff employed by the scheme during the financial year amounted to:

	2003	2002
	No.	No.
Number of care attendants	14	20
Number of administrative staff	13	8
	<u>27</u>	<u>28</u>

The aggregate payroll costs of the above were:

	2003	2002
	£	£
Wages and salaries	32,291	37,595
Social security costs	771	895
	<u>33,062</u>	<u>38,490</u>

Included in the above administrative staff numbers are eleven officers of the scheme who do not receive a salary. The nine directors, the secretary and treasurer did not receive any remuneration as they work voluntarily for the charity.

5. Interest Receivable

	2003	2002
	£	£
Bank interest receivable	<u>579</u>	<u>699</u>

6. Tax on Surplus or Deficit on Ordinary Activities

The scheme is recognised by the Inland Revenue as a Charity and accordingly there is no liability to Corporation Tax.

7. Tangible Fixed Assets

	Computer Equipment £	Equipment £	Total £
Cost			
At 1st April 2002	183	180	363
Additions	<u>687</u>	<u>-</u>	<u>687</u>
As at 31st March 2003	<u>870</u>	<u>180</u>	<u>1050</u>
Depreciation			
At 1st April 2002	183	50	233
Charge for the year	<u>227</u>	<u>33</u>	<u>260</u>
At 31st March 2003	<u>410</u>	<u>83</u>	<u>493</u>
Net Book Value			
At 31st March 2003	<u>460</u>	<u>97</u>	<u>557</u>
At 31st March 2002	<u>-</u>	<u>130</u>	<u>130</u>

Crossroads (Dunfermline) Care Attendant Scheme

Notes to the Financial Statements

For the Year Ended 31st March 2003

8. Creditors: Amounts falling due within one year

	2003	2002
	£	£
Accruals	<u>813</u>	<u>625</u>

9. Company Limited By Guarantee

The Company has no Share Capital as it is a Company Limited by Guarantee.

10. Other Reserves

	2003	2002
	£	£
Balance from unincorporated body	<u>26,905</u>	<u>26,905</u>

There was no movement on the reserve during the year.