FOCUS ON CARERS AND SELF-HELP
(LIMITED BY GUARANTEE)
25 MORLEY STREET
SWINDON
WILTSHIRE

REGISTERED NUMBER
3305621

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2000

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FOCUS ON CARERS AND SELF-HELP
(LIMITED BY GUARANTEE)

DIRECTORS' REPORT FOR THE YEAR ENDED 31ST MARCH 2000

The directors present their report and the financial statements for the year ended 31st March 2000.

The company is a company limited by guarantee and is established by Memorandum and Articles of Association.It is a registered charity number 1061116.
Its principal activities comprise help and support to those caring for their elderly,frail or physically disabled relatives or friends by the provision of an information and support service for those involved,in Swindon and the surrounding area,in Self Help groups for particular illnesses and disabilities,and for individuals caring for elderly and disabled people at home.

Review of Business
The charity has increased the scale of its operations during the year.A number of new funds have been created which have extended the range of services provided by the charity.The charity still requires additional funding to improve its overall reserves to cover contingencies.

Directors
The following served as directors of the company during the year:

Mrs E.Charles	P.Evans
Mrs K.Franklin (appointed January 2000)	Dr D.J.Howard
Mrs K.Ryder	Mrs J.Sissons (resigned April 1999)
M.Stannard (appointed January 2000)	K.Whitefield (appointed January 2000)

Bankers
The company's bankers are Barclays Bank PLC,High Street,Swindon,Wiltshire.

Auditors
The company's auditors are Reeves & Co,Chartered Accountants,Argyle Commercial Centre,Argyle Street,Swindon,Wiltshire.

Directors' Responsibilities
Company law requires the directors to prepare financial statements which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period.In preparing those financial statements,the directors are required to:
- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Follow applicable accounting standards,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 company 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.They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

FOCUS ON CARERS AND SELF-HELP
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DIRECTORS' REPORT FOR THE YEAR ENDED 31ST MARCH 2000

Year 2000

As discussed at length in the media,many computers and microchips only recognise dates using the last two digits of the year and will therefore need to be modified or replaced to record the year 2000.Our charity depends on a computerised accounting system to prepare the financial statements and record the transactions.In addition,we could be affected by the systems used by our suppliers and customers.As a result we could be at risk if other parties do not deal adequately with the year 2000 issue.

The directors have assessed the risks to our charity resulting from the change to the year 2000.All computer hardware and software utilised by the company has been upgraded over the previous financial year and is guaranteed to be year 2000 compliant.All costs have therefore been absorbed during past years and no further expenditure is envisaged.

We have also assessed the possibility of year 2000-related failures in our significant suppliers,all of whom inform us that they are already dealing with the problem.

It is impossible to guarantee that no year 2000 problems will remain.However,the directors feel that the company will be able to deal promptly with any failures that may occur.

The above report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

By Order of the Board



Ms G.BARBER

Secretary

FOCUS ON CARERS AND SELF-HELP
(LIMITED BY GUARANTEE)

AUDITORS' REPORT

To the members of Focus on Carers and Self-Help (Limited by Guarantee).

Respective Responsibilities of Directors and Auditors
As described on page 2,the company's directors are responsible for the preparation of financial statements.It is our responsibility to form an independent opinion,based on our audit,on those financial statements and to report our opinion to you.

Basis of Opinion
We conducted our audit in accordance with 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 judgements by the directors in the preparation of the financial statements,and of whether the accounting policies are appropriate to the 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 set out on pages 4 to 12 give a true and fair view of the company's affairs as at 31st March 2000 and of its deficit for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Reeves & Co
Registered Auditors
Argyle Commercial Centre
Argyle Street
Swindon
SN2 6AR

20th July 2000

FOCUS ON CARERS AND SELF-HELP
(LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2000

	Note	Unrestricted Funds General	Restricted Funds	Total	1999 Total
Incoming Resources	2				
Donations and Gifts	1	1717	303	2020	396
Grants	1	72495	91237	163732	175286
Investment Income		3907		3907	4047
Trading Activities		192114		192114	167704
Total Incoming Resources		£270233	£91540	£361773	£347433
Resources Used	2				
Trading Activities		£190684		£190684	£165367
Direct Charitable Expenditure		£62213	£93161	£155374	£138618
Other Expenditure					
Administration		£17704	£-	£17704	£14173
Total Resources Expended in Period		£270601	£93161	£363762	£318158
Net Incoming Resources before Transfers	3	(368)	(1621)	(1989)	29275
Transfers Between Funds		-	-	-	-
Net Movement in Funds		(368)	(1621)	(1989)	29275
Fund Balances Brought Forward		61658	27932	89590	60315
Fund Balances Carried Forward		£61290	£26311	£87601	£89590

Continuing Operations
None of the company's activities were acquired or discontinued during the above two financial periods.

Total Recognised Gains or Losses
The company has no recognised gains or losses other than the (deficit) surplus for the above two financial periods.

FOCUS ON CARERS AND SELF-HELP
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BALANCE SHEET AS AT 31ST MARCH 2000

	Note			1999	
FIXED ASSETS					
Tangible Assets	4		-		-
CURRENT ASSETS					
Debtors	5	48858		36653	
Cash at Bank and in Hand	6	70841		84762	
		£119399		£121415	
CREDITORS: Amounts falling due within one year	7	£31798		£31825	
NET CURRENT ASSETS			87601		89590
TOTAL ASSETS LESS CURRENT LIABILITIES			£87601		£89590
RESERVES					
Restricted Funds			30311		32253
Unrestricted Funds			57290		57337
	8		£87601		£89590

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board on 20th July 2000

.....)
DR D.J.HOWARD)
.....) Directors
M.STANNARD)

FOCUS ON CARERS AND SELF-HELP
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NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The financial statements have been prepared in accordance with the Companies Act 1985,as amended,and with applicable Accounting Standards.The company has adopted the accounting policies set out in Statement of Recommended Practice 2 "Accounting by Charities".

(b) Voluntary Income

Voluntary Income is received by way of donations and grants and is included in full in the income and expenditure account when received.

(c) Donations in Kind

The charity is fortunate in the level of support it receives from volunteers.Without this voluntary support,considerable expense would be incurred.It is not thought meaningful or practicable to put a monetary value on this support but the committee is grateful to those who provide it.

(d) Grants

Grants receivable and payable are included in the financial statements when received or paid.Where grants are received or made for a defined period any amounts relating to a period extending beyond the charity's accounting date are deferred.

(e) Restricted and Unrestricted Funds

The financial statements distinguish between restricted and unrestricted funds.The former are received from donors and are subject to restrictions on the purposes for which they may be used.Unrestricted funds are those where there are no externally imposed restrictions.They include those freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

(f) Depreciation

Depreciation is calculated to write off the cost,less estimated residual values,of tangible fixed assets over their expected useful lives,as follows:

Office Equipment	33.3%	Straight Line Method
Computer Equipment	100%	Straight Line Method

(g) Cash Flow

The financial statements do not include a cash flow statement because the company,as a small reporting entity,is exempt from the requirements to prepare such a statement under Financial Reporting Standard 1 "Cash Flow Statements".

NOTES TO THE FINANCIAL STATEMENTS

(h) Taxation

The company is exempt from Corporation Tax under the provisions of Section 505 Income and Corporation Taxes Act 1988.Consequently no provision for deferred taxation is required.

(i) Staff Costs and Occupancy Expenditure

Staff costs and occupancy expenses are allocated to activities on the basis of staff time spent on those activities and the accommodation occupied thereby.

(j) Pension Scheme

The company operates a defined contributions pension scheme.The assets of the scheme are held separately from those of the company in an independently administered fund.The pension cost charge represents contributions payable by the company to the fund and amounted to £2432 (1999 £2074).

(k) Restricted Funds

The charity's restricted funds have the following purposes:

(i) Carer Support,Carers Network and Carers and Self-Help
These funds all involve support to carers in line with the charity's objects.

(ii) Lottery Fund
Funds donated for rental and improvements to premises occupied by the charity.In addition these funds are employed to finance the charity's support for mental health care and its "drop-in" service..

(iii) Alzheimers
Fund utilised to assist and support carers of people sufferering from Alzheimer's disease.

(iv) Newsletter
Fund used to publish and distribute the charity's newsletter.

(v) Development Worker
A fund specifically created to support a primary care development worker for the charity.

(vi) Counselling Service
Fund utilised to provide counselling services for carers of people with mental health problems.

(vii) Carers' Breaks
Fund to provide breaks for carers.

(viii) Carers' Expenses
Fund to assist in reimbursing carers' expenses.

(ix) Winter Crisis
Funds to provide support over the winter period.

(x) Mental Health Carers
Funds applied specifically to breaks for carers of people with mental health problems.

(xi) Decorating
Funds donated to cover office redecoration.

FOCUS ON CARERS AND SELF-HELP
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NOTES TO THE FINANCIAL STATEMENTS

2. INCOME RECEIVED AND TOTAL RESOURCES EXPENDED

	Core Activities	Carers Network	Development Worker	Lottery Fund	Alzheimers	Newsletter	Carers Breaks	Counselling Service
Income								
Grants -								
Wiltshire Health Authority	55700				10200			
Swindon Borough Council	16795	11242			15173		5000	
Joint Finance					5370			
Lottery Fund				39926				
Zurich Financial Services								
Burmah Castrol								
Princess Royal Trust								
Donations	287				303			
Trading Income	192114							
Investment Income	3907							
Miscellaneous	1430							
	£270233	£11242	£-	£39926	£31046	£-	£5000	£-
Expenditure								
Staff and Volunteer Costs	238904	6511	7952	24369	25322	70		
Training and Recruitment	4306	25	75	1558	654			
Occupancy	11414	81	50	7251			430	
Office Costs	17267	471	1667	479		1423	211	
Legal and Professional	2985			350			149	3030
Depreciation								
Other	3934	181	111	70		500	1373	
Cross Charges	(8209)	4200	3629			180		200
	£270601	£11469	£13484	£34077	£25976	£2173	£2163	£(3230)
Surplus (Deficit)	£(368)	£(227)	£(13484)	£5849	£5070	£(2173)	£2837	£(3230)

FOCUS ON CARERS AND SELF-HELP
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NOTES TO THE FINANCIAL STATEMENTS

2. INCOME RECEIVED AND TOTAL RESOURCES EXPENDED (CONTINUED)

	Carers' Expenses	Winter Crisis	Mental Health Carers	Decorating	Total	1999 Total
Income						
Grants -						
Wiltshire Health Authority	1000				66900	82573
Swindon Borough Council		2000	1000		51210	34168
Joint Finance					5370	8955
Lottery Fund					39926	36390
Allied Dunbar				326	326	5000
Burmah Castrol					-	4400
Princess Royal Trust					-	3800
Donations					590	396
Trading Income					192114	167691
Investment Income					3907	4047
Miscellaneous					1430	13
	£1000	£2000	£1000	£326	£361773	£347433
Expenditure						
Staff and Volunteer Costs	464				303592	269970
Training and Recruitment					6618	4455
Occupancy				125	19351	18783
Office Costs					21518	18807
Legal and Professional					6514	3591
Depreciation					-	-
Other					6169	2552
Cross Charges					-	-
	£464	£-	£1000	£125	£363762	£318158
Surplus (Deficit)	£536	£2000	£1000	£201	£(1989)	£29275

FOCUS ON CARERS AND SELF-HELP
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NOTES TO THE FINANCIAL STATEMENTS

		1999
3. NET INCOMING RESOURCES BEFORE TRANSFERS		
Net Incoming Resources before Transfers is stated,after charging:		
Operating Lease Charges		
Auditors' Remuneration	799	799

4. TANGIBLE FIXED ASSETS

	Total	Office Equipment	Computer Equipment
Cost			
As at 1st April 1999	£17509	£10034	£7475
Depreciation			
As at 1st April 1999	£17509	£10034	£7475
Net Book Amount			
As at 31st March 2000	£-	£-	£-
As at 31st March 1999	£-	£-	£-

5. DEBTORS		
Trade Debtors	33863	24080
Other Debtors	9380	9153
Prepayments	5315	3420
	£48558	£36653

6. CASH AT BANK AND IN HAND		
Unrestricted	39337	63806
Restricted	31504	20956
	£70841	£84762

FOCUS ON CARERS AND SELF-HELP
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NOTES TO THE FINANCIAL STATEMENTS

		1999
7. CREDITORS: Amounts falling due within one year		
Taxation and Social Security Costs	5225	4884
Other Creditors	13199	12727
Accruals	13374	14214
	£31798	£31825

8. ANALYSIS OF MOVEMENT OF FUNDS

Restricted Funds:

The income funds of the charity include restricted funds comprising the following unexpended balances of donations,bequests and grants held on trust to be applied for specific purposes.

	Balance 1st April 1999	Net Incoming Resources	Transfers Between Funds	Balance 31st March 2000
Carers Network	404	(227)	-	177
Counselling Service	2960	(3230)	-	(270)
Development Worker	18620	(13484)	-	5136
Alzheimers	-	5070	-	5070
Newsletter	4228	(2173)	-	2055
Carers' Breaks	-	2837	-	2837
Lottery Fund	1720	5849	-	7569
Carers' Expenses	-	536	-	536
Winter Crisis	-	2000	-	2000
Decorating	-	201	-	201
Mental Health Carers	-	1000	-	1000
	£27932	£(1621)	£-	£26311
Unrestricted Funds				
General Fund	£61658	£(368)	£-	£61290
Total Charity Funds	£89590	£(1989)	£-	£87601

9. ANALYSIS OF ASSETS BETWEEN FUNDS

	Restricted Funds	Unrestricted Funds General
Current Assets	33186	86213
Current Liabilities	(2875)	(28923)
Total Net Assets at 31st March 2000	£30311	£57290

NOTES TO THE FINANCIAL STATEMENTS

10. STAFF COSTS

The average number of persons employed by the charity during the year was 44 (1999 41) and the aggregate payroll costs for the year amounted to £303592 (1999 £269970).

Expenses of £143 were paid to three (1999 Nil) trustees of the charity (1999 £Nil).

11. LEASE COMMITMENTS

Annual Commitments under Operating Leases:

	Land And Buildings	1999 Land And Buildings
Operating Leases expiring within two to five years	11250	11250
Annual Commitments at 31st March 2000	£11250	£11250

12. CONTROL

The charity is controlled by its directors who are named on page 1.No individual exercises overall control.