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



A27
COMPANIES HOUSE
0736
13/11/02

REGISTERED NUMBER
3305621

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2002

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

DIRECTORS' REPORT FOR THE YEAR ENDED 31ST MARCH 2002

The directors present their report and the financial statements for the year ended 31st March 2002.

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 continued to increase the provision of services during the year.New funds have been created as a result of generous donations from various benefactors for which the directors are grateful.The charity is continuing to improve the level of overall reserves to cover contingencies.

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

Ms B.Brettell	Mrs J.East
Mrs K.Franklin	Dr D.J.Howard
M.Jones	Ms C.Osman
Mrs K.Ryder	M.Stannard
K.Whitefield	

Bankers
The company's bankers are Leopold Joseph and Sons Limited,99 Gresham Street,London EC2V 7NG.

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

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

DIRECTORS' REPORT FOR THE YEAR ENDED 31ST MARCH 2002

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.

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.

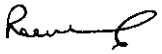
Basis of Opinion

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 13 give a true and fair view of the company's affairs as at 31st March 2002 and of its surplus 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 8AR

30th September 2002

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

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2002

	Note	Unrestricted Funds General	Restricted Funds	Total	2001 Total
Incoming Resources	2				
Donations and Gifts	1	162	1750	1912	2123
Operating Activities:					
Fees for Services		242371		242371	210868
Grants	1	75896	156194	232090	192816
Activities to Generate Funds:					
Fundraising		11813		11813	4256
Investment Income		3721		3721	5941
Total Incoming Resources		£333963	£157944	£491907	£416004
Resources Expended	2				
Cost of Generating Funds:					
Fundraising and Publicity		£5066	£2153	£7219	£8074
Net Incoming Resources available for Charitable Application		£328897	£155791	£484688	£407930
Charitable Expenditure					
Client Support		304809	153480	458289	373122
Administration		21641	-	21641	19302
		£326450	£153480	£479930	£392424
Net Incoming Resources before Transfers	3	2447	2311	4758	15506
Transfers Between Funds		-	-	-	-
Net Movement in Funds		2447	2311	4758	15506
Fund Balances Brought Forward		67366	35741	103107	87601
Fund Balances Carried Forward		£69813	£38052	£107865	£103107

Continuing Operations

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

Total Recognised Gains or Losses

The company has no recognised gains or losses other than the surplus for the above two financial years.

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

BALANCE SHEET AS AT 31ST MARCH 2002

	Note			2001	
FIXED ASSETS					
Tangible Assets	4		-		-
CURRENT ASSETS					
Debtors	5	57076		48528	
Cash at Bank and in Hand	6	89657		106644	
		£146733		£155172	
CREDITORS:Amounts falling due within one year	7	£38868		£52065	
NET CURRENT ASSETS			107865		103107
TOTAL ASSETS LESS CURRENT LIABILITIES			£107865		£103107
RESERVES					
Restricted Funds			38052		35741
Unrestricted Funds			69813		67366
	8		£107865		£103107

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 30th September 2002

.....
K.WHITFIELD

.....
M.STANNARD

Directors

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

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 £3247 (2001 £2925).

(k) Restricted Funds

The charity's restricted funds have the following purposes:

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

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

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

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

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

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

(vii)Mental Health Carers - Under 65s
Funds applied to breaks for carers aged under 65 years of people with mental health problems.

(viii) Carers Breaks Publications
Fund to provide short break directory for carers.

(ix) Administration Worker
Fund to provide part-time administrative assistance for the charity.

FOCUS ON CARERS AND SELF-HELP
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS

2. INCOME RECEIVED AND TOTAL RESOURCES EXPENDED

	Core Activities	Carers Network	Alzheimers	Newsletter	Carers Breaks	Counselling Service	Carers Breaks Publications	Carer Support Worker
Income								
Grants -								
Wiltshire Health Authority	58500		16400					
Swindon Borough Council	17396	11626	12942		20000		4045	21000
Joint Finance								
Lottery Fund								
Carillion						2681		
Swindon Community Foundation				2500				
Donations	162					1750		
Trading Income	242371							
Investment Income	3721							
Miscellaneous	11813							
	£333963	£11626	£29342	£2500	£20000	£4431	£4045	£21000
Expenditure								
Staff and Volunteer Costs	291426	9522	30654		18210			10046
Training and Recruitment	5051	175			6			3923
Occupancy	25285	202			40			
Office Costs	22649	227		1503	208		1917	
Legal and Professional	2364				3205	4530	210	
Depreciation								
Other	4016							
Cross Charges	(19275)	1500			2650		125	6000
	£331516	£11626	£30654	£1503	£24319	£4530	£2252	£19969
Surplus (Deficit)	£2447	£-	£(1312)	£997	£(4319)	£(99)	£1793	£1031

FOCUS ON CARERS AND SELF-HELP
(LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS

2. INCOME RECEIVED AND TOTAL RESOURCES EXPENDED (CONTINUED)

	Carer Support Hospital	Mental Health Carers	Mental Health Under 65	Administration Worker	Total	2001 Total
Income						
Grants -						
Wiltshire Health Authority	32000				106900	77400
Swindon Borough Council		28000	5000		120009	84502
Joint Finance					-	5400
Lottery Fund					-	9387
Princess Royal Trust						4700
Carillion					2681	-
Swindon Community Foundation					2500	-
Donations					1912	2123
Trading Income					242371	210868
Investment Income					3721	5941
Miscellaneous	-	-	-		11813	4256
	£32000	£28000	£5000	£-	£491907	£416004
Expenditure						
Staff and Volunteer Costs	10295	26728		9477	406358	336166
Training and Recruitment	2879	10			12044	4168
Occupancy	27	157			25711	20459
Office Costs	85	562			27151	18879
Legal and Professional		560			10869	13199
Depreciation					-	-
Other		1000			5016	7627
Cross Charges	9000				-	-
	£22286	£29017	£-	£9477	£487149	£400498
Surplus (Deficit)	£9714	£(1017)	£5000	£(9477)	£4758	£15506