

BRAID HOUSE DAY CENTRE LTD

FINANCIAL STATEMENTS

31ST MARCH 2000

Registered number: SC 120813

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BRAID HOUSE DAY CENTRE LTD

COMPANY INFORMATION

31st March 2000

NUMBER	SC 120813
TRUSTEES	Mr I H Thomson Mr A J Mercer Mr D M Halcrow Mrs S M Loughlin
SECRETARY	Mrs C P McConachie
REGISTERED OFFICE	Labrador Avenue Livingston West Lothian EH54 6BU
BANKERS	Bank of Scotland Almondvale South Livingston EH54 6SN
SOLICITORS	Keegan Walker & Co Pentland House Almondvale Livingston EH54 6NG
AUDITORS	Brian Maloney & Co Certified Accountants 15a West End West Calder

BRAID HOUSE DAY CENTRE LTD**TRUSTEES ANNUAL REPORT****31st March 2000**

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

Objectives

The principal objective of the charity is to contribute to the raising of the quality of life for the wide cross section of people using Braid House through the provision of day care services.

Trustees

The trustees who served the charity during the period were as follows;

Ian H Thomson
Alan J Mercer
Donald M Halcrow
Sheila M Loughlin

Legal Status

The charity is incorporated under the Companies Act 1985 and is limited by guarantee. For the purposes of charity law the directors are referred to as trustees through these financial statements.

The company holds charity status and accordingly no liability for taxation arises in the period.

Auditors

A resolution to re-appoint Brian Maloney & 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.

Small Company Provisions

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

On behalf of the trustees

Christine P. McConachie

Mrs C P McConachie
Secretary

Labrador Avenue,
Livingston
EH54 6BU

BRAID HOUSE DAY CENTRE LTD

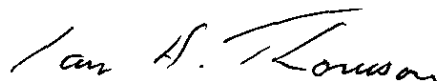
STATEMENT OF TRUSTEES RESPONSIBILITIES

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 charity and of the surplus or deficit of the company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board



Mr I H Thomson
Chairman

BRAID HOUSE DAY CENTRE LTD**AUDITORS' REPORT****Auditors' report to the members**

We have audited the financial statements on pages 4 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

Respective responsibilities of trustees and auditors

As described on page 2a, the trustees (who also act as trustees for the charitable activities of the company) are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

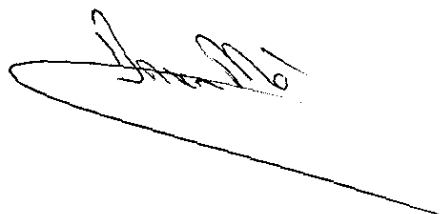
Basis of opinion

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 made 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 error or other irregularity. 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 of the state of the charitable company's affairs as at 31st March 2000 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Brian Maloney & Co,
Registered Auditors
Certified Accountants

11/8/00

BRAID HOUSE DAY CENTRE LTD

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31st March 2000

	Restricted Funds	Unrest'd Funds	Total Funds 2000 £	Total Funds 1999 £
Incoming Resources				
Grants Receivable	180,875	-	180,875	224,791
Charitable Trading Activities	34,597	-	34,597	40,959
Interest Receivable	750	-	750	1,379
Other Income	-	-	-	500
Total Incoming Resources	<u>216,222</u>	<u>-</u>	<u>216,222</u>	<u>267,629</u>
Resources Expended				
Direct Charitable	174,184	7,294	181,478	238,784
Management & Admin	50,920	-	50,920	52,778
Total Resources Expended	<u>225,104</u>	<u>7,294</u>	<u>232,398</u>	<u>291,562</u>
Net Outgoing Resources	(8,882)	(7,294)	(16,176)	(23,933)
Balances brought Forward	<u>25,442</u>	<u>21,882</u>	<u>47,324</u>	<u>71,257</u>
Carried Forward	<u>16,560</u>	<u>14,588</u>	<u>31,148</u>	<u>47,324</u>

BRAID HOUSE DAY CENTRE LTD

SUMMARY INCOME & EXPENDITURE ACCOUNT

for the year ended 31st March 2000

	Note	2000 £	1999 £
Income	2	215,472	266,250
Total Expenditure		(232,398)	(291,562)
Operating Deficiency		(16,926)	(25,312)
Other Income			
Interest Receivable		750	1,379
Net Deficiency for the Financial Year		(16,176)	(23,933)

Movements in reserves are shown in note 10.

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

There were no recognised gains and losses in 2000 or 1999 other than the deficiency for the year.

BRAID HOUSE DAY CENTRE LTD

BALANCE SHEET

at 31st March 2000

	Note	£	2000 £	£	1999 £
Fixed assets					
Tangible assets	7		27,919		39,363
Current assets					
Debtors	8	2,138		2,215	
Cash at bank and in hand		7,486		9,830	
			9,624		12,045
Creditors: amounts falling due within one year	9	(6,395)		(4,084)	
Net current assets			3,229		7,961
Total assets less current liabilities			31,148		47,324
Funds					
Unrestricted			16,560		25,442
Restricted	10		14,588		21,882
			31,148		47,324

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the trustees on 12th July and are signed on their behalf by;

.....*A. P. L. O. R. A. N.*

[Signature]
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BRAID HOUSE DAY CENTRE LTD
Notes to the Accounts

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost accounting rules.

The financial statements have been prepared in accordance with applicable accounting standards and, the Statement of Recommended Practice on accounting for charities.

Cash Flow

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

Grants

Grants receivable are recognised as incoming resources when conditions for their receipt have been satisfied. Grants received for specific purposes are accounted for as restricted funds. Any grants restricted to future accounting periods are deferred, and recognised in the period to which they relate. Grants for capital projects are credited to a separate restricted fund, which is not included in the income and expenditure account.

Depreciation

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:

Equipment	10% on cost
Motor vehicles	20% on cost

Depreciation on assets financed by capital grants is charged against the restricted capital fund.

2 Grants Receivable

	2000	1999
	£	£
Grant Receivable - West Lothian Council	180,875	224,791

3 Direct Charitable Expenditure

	2000	1999
	£	£
Provision of Charitable Services		
Provision of day care services	181,422	238,784

Analysis of provision of charitable services				Total	Total
	Staff Costs	Depr'n	Other Costs	2000	1999
				£	£
Provision of Day Care Services	119,897	11,505	50,076	181,478	238,784

BRAID HOUSE DAY CENTRE LTD
Notes to the Accounts

4 Management and Administration

	Unrestricted	Restricted	2000 £	1999 £
Salaries	46,626	-	46,682	47,905
Office Costs	2,766	-	2,766	2,669
Audit Fee	1,528	-	1,528	2,204
	<u>50,920</u>	<u>-</u>	<u>50,920</u>	<u>52,778</u>

5 Total Resources Expended

	2000 £	1999 £
Direct Charitable Expenditure	181,478	238,784
Management & Admin	50,920	52,778
	<u>232,398</u>	<u>291,562</u>

6 Operating Deficiency

	2000 £	1999 £
Operating Deficiency is stated after charging:		
Depreciation	11,505	11,499
Audit Fees	1,695	2,204
Bad Debts	500	-
	<u>13,700</u>	<u>13,703</u>

BRAID HOUSE DAY CENTRE LTD
Notes to the Accounts

7 Tangible fixed assets

	Motor Vehicles	Plant and Machinery	Total
Cost	£	£	£
As at 1 April 1999	86,251	16,883	103,134
Additions during Year	-	61	61
31st March 2000	86,251	16,944	103,195
Depreciation			
As at 1 April 1999	56,820	6,951	63,771
Charge for Year	9,810	1,695	11,505
31st March 2000	66,630	8,646	75,276
Net book amount			
31st March 2000	19,621	8,298	27,919
1st April 1999	29,431	9,932	39,363

8 Debtors

	2000 £	1999 £
Prepayments	2,138	2,215

9 Creditors; Amounts falling due within one year

	2000 £	1999 £
Accruals	4,148	4,084

BRAID HOUSE DAY CENTRE LTD
Notes to the Accounts

10 Restricted Funds

	Balance at 1 April 1999 £	Movement in Resources	Balance at 1 April 2000 £
National Lottery	21,882	(7,294)	14,588

The funds of the charity include restricted capital funds, comprising grants for the specific purpose of procuring assets to be used for the provision of day care services. Depreciation on these assets is charged against these funds.

11 Analysis of Net Assets between Restricted and Unrestricted Funds

	Tangible Fixed Assets £	Other Net Assets £	Total £
Unrestricted Funds	13,331	3,229	16,560
Restricted Funds	14,588	-	14,588
	<u>27,919</u>	<u>3,229</u>	<u>31,148</u>

12 Company Limited by Guarantee

The company is limited by guarantee of £1 per member and has no share capital.

BRAID HOUSE DAY CENTRE LTD
DETAILED INCOME AND EXPENDITURE ACCOUNT
for the year ended 31st March 2000

	2000		1999	
	£	£	£	£
Income				
Grants Receivable - West Lothian Council		180,875		224,791
Bank Interest Receivable		750		1,379
Other Income		-		500
Charitable Activities Income		34,597		40,959
		<u>216,222</u>		<u>267,629</u>
 Direct Charitable Expenditure				
Wages & Salaries	119,897		123,413	
Travel & Subsistence	439		493	
Telephone charges	1,011		853	
Postage, Stationery & Advertising	1,469		1,411	
Meals	20,694		22,241	
Heating and lighting	4,498		4,392	
Repairs and Maintenance	637		661	
Cash & Carry Expenses	-		4,474	
Bus Expenses	12,708		13,504	
Insurances	969		956	
Rent	-		48,500	
Cleaning	1,759		2,050	
Sundry expenses	2,908		2,441	
Conference & Training Fees	-		120	
Craft Materials & Fees	882		796	
Medical Aid Publicity	1,317		831	
Volunteer Expenses	203		149	
Bank charges	82		-	
Bad debts	500		-	
Depreciation	11,505		11,499	
		<u>181,478</u>		<u>238,784</u>
 Management and Administration				
Wages and Salaries	46,626		47,905	
Rates and Water	377		372	
Light & Heat	1,750		1,708	
Repairs & Maintenance	247		257	
Telephone	392		332	
Audit Fee	1,528		2,204	
		<u>50,920</u>		<u>52,778</u>
 Total Expenditure		<u>232,398</u>		<u>291,562</u>
 Net Deficit for year		<u>(16,176)</u>		<u>(23,933)</u>