

THE JANE MOORE TRUST

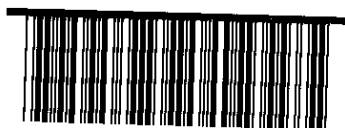
(Company limited by guarantee)

Company number 134995

Directors' Report and Financial Statements

For the year ended 30 April 2001

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THE JANE MOORE TRUST
(Company limited by guarantee)
Directors' Report and Financial Statements
For the year ended 30 April 2001

Company Number 134995
Scottish Charity Number SC 020123

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Directors and trustees

R S C Shanks, CA (Chairman)
A D McCracken, OBE, BComm, M.Soc.Sci(Social Work)
T D Moore, resigned 13th July, 2001
P Sheridan, BA, CQSW, CHRC, MA

Secretary

T D Moore, resigned 13th July, 2001
R S C Shanks, appointed 13th July, 2001

Registered Office

21 Edinburgh Road,
Bathgate,
West Lothian,
EH48 1EX.

Auditors

Bannerman Johnstone Maclay,
Chartered Accountants,
Tara House,
46 Bath Street,
Glasgow, G2 1HG.

Bankers

The Royal Bank of Scotland plc,
8 Hopetoun Street,
Bathgate,
West Lothian,
EH48 4EU.

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The directors submit their report and audited financial statements for the year ended 30th April, 2001.

Financial results

The excess of income over expenditure for the year was £48,610. The detailed revenue account is presented on page 8 which, together with the notes thereon, deals with the surplus and appropriations.

Principal activity

The Jane Moore Trust is a registered Scottish charity, number SC 020123, incorporated as a company limited by guarantee. The principal object of The Jane Moore Trust is to provide care, counselling and education for children who have emotional, behavioural and learning difficulties.

Review of the year and future developments

During the year, The Jane Moore Trust approved 2 new foster care families (1999/2000: 6) through whom it provided full time placements for 9 children and young people (1999/2000: 8). Professional support continued to be given free of charge by the fostering panel and senior staff of T & P Moore Limited. The Jane Moore Trust is grateful for this support.

The service continues to operate at a surplus. The overdraft, formerly guaranteed by T & P Moore Limited, has now been repaid.

The Jane Moore Trust plans to consolidate the family placement service and develop related projects.

Directors and trustees

The directors and trustees during the year were as follows:

R S C Shanks (Chairman)
A D McCracken
T D Moore, resigned 13th July, 2001
P Sheridan

Andrew McCracken, Tom Moore and Pat Sheridan do not receive any remuneration in cash or kind for their work for The Jane Moore Trust. Ronnie Shanks does not receive any remuneration in cash or in kind for his work as chairman and as a director of The Jane Moore Trust, but is paid a fee for his accounting services.

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 and of the profit or loss of the company for that year. In preparing those financial statements, the directors are required to:

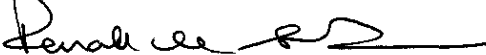
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;

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- 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.

By order of the board



Ronald S C Shanks

Secretary

14th November, 2001

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Report of the auditors to the members of The Jane Moore Trust (company limited by guarantee)

We have audited the financial statements on pages 7 to 11 which have been prepared in accordance with the accounting policy set out on page 10.

Respective responsibilities of directors and auditors

As described in the Directors' Report, the company's directors, who also act as committee members for the charitable activities of The Jane Moore Trust, are responsible for the preparation of 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

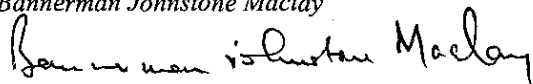
We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made 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 give a true and fair view of the state of affairs of the trust as at 30th April, 2001 and of its surplus for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.

Bannerman Johnstone Maclay



Chartered Accountants and Registered Auditor

14th November, 2001

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Family Placement Service Manager's Report

The last year has been both busy and successful for The Jane Moore Trust Family Placement Service. Martin Jess and I have spent the time consolidating our current placements, making new placements and assessing new foster carers. We have also spent time recruiting and assessing respite carers, and we have partially met our aim of each child and young person having their own dedicated respite carer.

By April, 2001, we had 11 full time foster carers (April, 2000 – 9), 9 children and young people in full time placement (April, 2000 - 7) and 1 family providing holiday and weekend respite to a young person placed in a residential school. Almost all of the children are placed on a permanent or long term basis and, in many cases, our foster carers have been able to provide the longest period of stability that they have experienced. 8 Scottish councils have children or young people placed with us, and it is particularly gratifying that, having made one placement, many councils go on to refer further children to the service.

Our monthly foster carers' meetings continue and, as before, constitute two parts: a business meeting, followed by tea or coffee (and cream cakes if Martin remembers!), and an informal chat. We have spent quite a lot of time over the past year looking at UK National Standards and ensuring that our practice meets the requirements.

During the summer of 2000 we were able to send 5 families to the NFCA Summer School held in Coylumbridge – work for adults, and activities for the children and young people, plus, I believe, the chance for a good bit of socialising. The feedback we received from all the families who attended was very positive, many of them wanting to put their names down for summer 2001.

We had our annual barbecue at Muiravonside Country Park – the weather was dry and sunny and a good time was enjoyed by all (including Lewis, my wee Westie, who had a wonderful time hoovering up all the bits).

We again had a series of day trips, including outings to Edinburgh Zoo, Blair Drummond Safari Park and Dynamic Earth, as well as less structured activities such as visits to adventure playgrounds and yet another barbecue. Special thanks to George for driving the bus and accompanying us on the trips.

The next year promises to bring new challenges – most importantly, the ongoing support of our current placements and the recruitment of additional foster carers and respite carers. Also, we must all continue to monitor our practice to ensure the best possible placements and experiences for the children in our care.

Finally, on behalf of Martin and myself, I would like to thank The Jane Moore Trust Trustees and members of the panel for their support and encouragement; Jean, Lisa and Marie for their help and patience; all our foster carers and respite carers for their hard work and cups of tea; and last but certainly not least, the children and young people in our care who make it all worthwhile.

Pauline Downes
14th November, 2001

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Balance Sheet

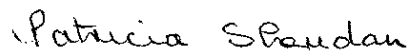
At 30th April, 2001

	Note	2001 £	2000 £
Current assets			
Debtors	5	51,804	64,196
Cash at bank		12,044	0
		<u>63,848</u>	<u>64,196</u>
Current liabilities			
Creditors	6	(61,758)	(42,740)
Bank overdraft		0	(67,976)
		<u>(61,758)</u>	<u>(110,716)</u>
Net current assets		2,090	(46,520)
		<u>2,090</u>	<u>(46,520)</u>
Funds			
Unrestricted general fund:			
Income and expenditure account	7	<u>2,090</u>	<u>(46,520)</u>



Ronald S C Shanks

Director and trustee



Patricia Sheridan

Director and trustee

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Revenue account

Year ended 30th April, 2001

	<i>Note</i>	<i>2001</i> £	<i>2000</i> £
Income			
Placement fees		329,529	217,760
		<u>329,529</u>	<u>217,760</u>
 Direct charitable expenditure			
Carers' fees and allowances		(191,231)	(118,193)
Medical fees		(445)	(525)
Travelling & childrens' & carers' expenses		(2,258)	(460)
Books and training materials		(47)	(382)
Subscriptions		(1,882)	(3,796)
		<u>(195,863)</u>	<u>(123,355)</u>
 Other expenditure			
Salaries & NIC	3	(71,444)	(69,161)
Consultancy fees		(4,046)	(3,596)
Postage, printing, stationery and advertising		0	(262)
Accountancy fees	4	(3,960)	(4,130)
General expenses		(1,090)	(2,103)
Bank charges		(1,801)	(645)
		<u>(82,341)</u>	<u>(79,897)</u>
 Income less expenditure before interest		<u>51,325</u>	<u>14,508</u>
 Bank interest paid		(2,715)	(4,909)
 Income less expenditure		<u><u>48,610</u></u>	<u><u>9,599</u></u>

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Statement of financial activities

Year ended 30th April, 2001

Income and expenditure	<i>2001</i> £	<i>2000</i> £
Incoming resources		
Placement fees	329,529	217,760
Total incoming resources	<u>329,529</u>	<u>217,760</u>
Resources expended		
<i>Direct charitable expenditure</i>		
Carers' fees and allowances	(191,231)	(118,193)
Medical fees	(445)	(525)
Travelling & childrens' & carers' expenses	(2,258)	(460)
Books and training materials	(47)	(382)
Subscriptions	(1,882)	(3,796)
	<u>(195,863)</u>	<u>(123,355)</u>
<i>Other expenditure</i>		
Salaries & NIC	(71,444)	(69,161)
Consultancy fees	(4,046)	(3,596)
Postage, printing, stationery and advertising	0	(262)
Accountancy fees	(3,960)	(4,130)
General expenses	(1,090)	(2,103)
Bank charges	(1,801)	(645)
Bank interest paid	(2,715)	(4,909)
Total resources expended	<u>(280,919)</u>	<u>(208,162)</u>
Net incoming/(outgoing) resources	<u>48,610</u>	<u>9,599</u>
Other recognised gains and losses	0	0
Total recognised gains and losses	<u>0</u>	<u>0</u>
Net movement in funds	48,610	9,599
Fund balance b/f at 1st May, 2000	(46,520)	(56,119)
Fund balance c/f at 30th April, 2001	<u>2,090</u>	<u>(46,520)</u>

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1 Accounting policy

The financial statements have been prepared in accordance with Statement of Recommended Practice (No 2) on accounting for charities and applicable accounting standards. The accounts have been prepared under the historical cost convention.

The fund is an unrestricted general fund held for the objects of the charity without further specified purpose.

2 Legal status

The company has been granted charitable status by the Inland Revenue in terms of section 505 ICTA, 1988.

	2001	2000
	£	£
3 Staff costs		
Staff costs during the year amounted to:		
Wages and salaries	59,106	59,264
Social security costs	6,851	6,165
Pension costs	<u>5,487</u>	<u>3,732</u>
	<u>71,444</u>	<u>69,161</u>

	Number	Number
The average number of employees (including directors) during the year was	7	7

	£	£
4 Accountancy fees		
Director's fees (for specific financial management services)	1,633	2,630
Non audit fee	827	0
Audit fee	<u>1,500</u>	<u>1,500</u>
	<u>3,960</u>	<u>4,130</u>

	£	£
5 Debtors		
Trade debtors	47,332	60,654
Prepayments	<u>4,472</u>	<u>3,542</u>
	<u>51,804</u>	<u>64,196</u>

	£	£
6 Creditors		
PAYE & NI	1,497	679
Pension creditor	463	434
Prepaid income	56,860	39,341
Accrued charges	<u>2,938</u>	<u>2,286</u>
	<u>61,758</u>	<u>42,740</u>

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7 Income and expenditure account

	£	£
Accumulated deficit at 1 May, 2000	(46,520)	(56,119)
Surplus for the year	<u>48,610</u>	<u>9,599</u>
Accumulated surplus at 30 April, 2001	<u>2,090</u>	<u>(46,520)</u>

8 Related party transactions

T D Moore and P Sheridan are directors and shareholders in T & P Moore Limited. R S C Shanks is a director of T & P Moore Limited.

During the year, T & P Moore Limited guaranteed the overdraft of the company and provided office accommodation and facilities free of charge to the company.