

SC 238421

**ST ROCHS CHILDCARE SERVICE
FINANCIAL ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2004**



**McLellan & Co
Chartered Accountants
22 Main Street
RENTON
G82 4LY**

ST ROCHS CHILDCARE SERVICE

DIRECTORS REPORT

The directors submit their report and accounts for the year ended 31 March 2004.

Statement of Directors Responsibilities

Company law requires the directors to prepare accounts for each financial period 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 accounts, the directors are required to -

- * select suitable accounting policies and apply them consistently;
- * make judgements and estimates that are reasonable and prudent;
- * prepare the accounts 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 accounts 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.

Registration Details

The company is incorporated in Scotland, is limited by guarantee and its registration number is 238421.

Results

The results for the year are shown in the income and expenditure account.

Principal Activity

The company's principal activity is to promote St Rochs Childcare Services to the people of the local community.

ST ROCHS CHILDCARE SERVICE
DIRECTORS REPORT
(Continued)

Directors

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

Mark Richardson
Josephine Jones
Sharon Bryson
Dorothy Lawson
Pamela Burns
Julie Christie
S Rajkumar
Ashley Findlay
Nicola Carlton

Auditors

A resolution for the re-appointment as auditors of McLellan & Co Chartered Accountants will be put to the annual general meeting.

By order of the Board



Secretary

~~16 June 2004~~

8 December 2004

ST ROCHS CHILDCARE SERVICE
INCOME AND EXPENDITURE
FOR THE YEAR ENDING 31 MARCH 2004

	2004	2003
	£	£
INCOME		
Grant income	488,622	447,230
Generated income	207,653	166,685
Bank interest	154	145
	<u>696,429</u>	<u>614,060</u>
EXPENDITURE		
Salaries	479,638	436,139
Pensions	15,034	14,347
Sessional costs	38,536	25,048
Insurance	4,755	3,801
Telephone and fax	6,338	4,112
Stationery and postage	8,311	6,912
Training	16,056	17,771
Trips and outings	4,296	3,155
Education materials and consumables	11,257	3,312
Rent	16,581	12,334
Heat and light	434	1,013
Repairs and renewals	3,668	-
Travel expenses	10,440	6,110
Professional fees	15,916	9,238
Project development and consultancy fees	10,632	12,308
Cleaning	3,254	1,813
General expenses	7,094	9,888
Registration charges	1,454	1,266
Depreciation	14,225	11,494
Bank interest and charges	256	223
Sundry equipment	3,125	7,491
Arts/crafts	5,806	5,433
Recruitment	2,383	5,451
Pharmacy	2,299	2,390
Human resource advise	2,844	2,572
Room expenses	8,425	10,121
ERDF Management Fee	3,115	-
	<u>696,172</u>	<u>613,742</u>
SURPLUS OF INCOME OVER EXPENDITURE	<u>257</u>	<u>318</u>

The notes of pages 5 to 7 form part of these accounts

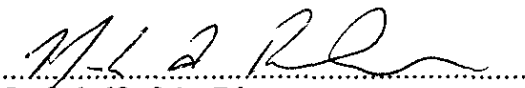
ST ROCHS CHILDCARE SERVICE

BALANCE SHEET

AS AT 31 MARCH 2004

	Notes	2004 £	2003 £
FIXED ASSETS	5	58,681	34,482
CURRENT ASSETS			
Prepaid charges & sundry debtors		29,044	26,802
Cash at bank and in hand		5,665	2,911
		34,709	29,713
CREDITORS: DUE IN LESS THAN ONE YEAR			
Accrued Charges		32,574	24,168
PAYE & NIC		12,570	16,892
Sundry Creditors		11,578	3,963
		56,722	45,023
NET CURRENT LIABILITIES		(22,013)	(15,310)
TOTAL ASSETS LESS CURRENT LIABILITIES		36,668	19,172
CREDITORS: DUE AFTER MORE THAN ONE YEAR		(17,239)	-
		19,429	19,172
REPRESENTED BY:			
Unrestricted funds	2	19,429	19,172

I approve the accounts on pages 1 to 5 and confirm that I have made available all relevant records and information for their preparation.


On behalf of the Directors

~~16 June 2004~~
8 December 2004

The notes on pages 5 to 7 form part of these accounts

ST ROCHS CHILDCARE SERVICE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2004

1 Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice - Accounting by Charities.

Income

Income is credited in the accounts when it is receivable. Income consists of grant funding from Glasgow City Council, ERDF and SIP and charges made to customers for childcare services provided.

Depreciation

Depreciation is calculated to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Nursery Equipment	25% per annum reducing balance method
Fixtures & Fittings	25% per annum reducing balance method
Minibuses	25% per annum straight line method

Status

St Roch's Childcare Service is a registered charity and became a company limited by guarantee during the financial year 2002/2003. As a registered charity it will not be liable to income tax or corporation tax on its income under the Income and Corporation Tax Act 1988.

2 Statement of Financial Activities

	Unrestricted Funds	
	2004	2003
	£	£
Total incoming resources	696,429	614,060
Direct charitable expenses	425,535	387,972
Management and administration expenses	270,637	225,773
Total resources expended	696,172	613,745
Net Movement in funds	257	315
Balance brought forward at 01.04.03	19,172	18,857
Balance carried forward at 31.03.04	19,429	19,172

ST ROCHS CHILDCARE SERVICE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2004
(continued)

3	Employees	2004	2003
		£	£
	Salaries	533,208	436,139
		<u> </u>	<u> </u>
	Average number of employees - full-time	38	32

In addition sessional workers are employed with varying hours to meet weekly requirements.

4	Auditor's Remuneration	1,500	1,500
		<u> </u>	<u> </u>

5	Fixed Assets				
		Minibuses	Nursery	Fixtures &	Total
		£	Equipment	Fittings	£
			£	£	
	Cost				
	As at 01.04.03	-	57,937	30,260	88,197
	Additions	38,424	-	-	38,424
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	As at 31.03.04	38,424	57,937	30,620	126,621
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Depreciation				
	As at 01.04.04	-	36,784	16,931	53,715
	Charge for year	4,817	5,288	3,332	13,437
	Additions	-	-	788	788
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	As at 31.03.04	4,817	42,072	21,051	67,940
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Net Book Value				
	At 31.03.04	33,607	15,865	9,209	58,681
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	At 31.03.03	-	21,153	13,329	34,482
		<u> </u>	<u> </u>	<u> </u>	<u> </u>

ST ROCHS CHILDCARE SERVICE
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2004
(continued)

6	Summary of Net Assets	Unrestricted Funds 2004
	Fixed Assets	58,681
	Net Liabilities	(39,252)
	Net Assets 31.03.04	19,429
	Net Assets 31.03.03	19,172

7 **Share Capital**

The company is limited by guarantee and does not have a share capital.

AUDITORS' REPORT
TO THE MANAGEMENT COMMITTEE OF ST ROCHS CHILDCARE SERVICE
PURSUANT TO SECTION 247B OF
THE COMPANIES ACT, 1985

We have carried out an audit in accordance with instructions received from the Management Committee of St Rochs Childcare Service on the statement of income and expenditure and the balance sheet on pages 1 to 2 for the year ending 31 March 2004.

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 project's circumstances, consistently applied and adequately disclosed.

We have 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.



McLELLAN & CO

CHARTERED ACCOUNTANTS
REGISTERED AUDITORS

22 Main Street
Renton

16 June 2004