

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS**

31 March 2013

**Company Registration Number 05379021
Charity Number 111157**

PARKINSON MATTHEWS LLP

Chartered Accountants
Cedar House
35 Ashbourne Road
Derby

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 March 2013

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**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

The board of trustees/directors	W Hall – Chair C Cleary (resigned 26 November 2012) D A K Ball - Treasurer P Dixon D Sismey T Kelly (resigned 17 June 2013) J Wilbraham L C Sanders (appointed 17 June 2013) J C Topliss (appointed 15 July 2013) J R Daley (appointed 21 October 2013)
Company secretary	D A K Ball
Chief executive	M Aspinall
Registered office	13 Leopold Street Derby Derbyshire
Independent Examiner	Kevin Parkinson FCA Parkinson Matthews LLP Chartered Accountants Cedar House 35 Ashbourne Road Derby

CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

The trustees, who are also Directors for the purposes of the Companies Act, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2013.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Children First Derby is based at 13 Leopold Street, Derby, Derbyshire which is the company's registered office and the principal address of the charity. Children First Derby is a company limited by guarantee and not having a share capital (company registration No. 5379021) and Registered Charity (No. 1111157). The charity was incorporated on 1 March 2005 and the governing document is the Memorandum and Articles of Association dated 1 March 2005. The charitable company acquired all the assets and undertakings of the unincorporated Children First Derby on 1 April 2005.

Trustee selection methods

Trustees may be recommended by other Trustees, or may be recruited through the local Volunteer Bureau or through the national charity REACH. Volunteer befrienders are also encouraged to consider board membership. The aim is to have a cross-section of experience of relevance to the work of the Charity e.g. social work, childcare, finance, fundraising, legal and general management. Applicants are invited to visit Leopold Street to learn about the work of the Charity and attend one or more of the Committee meetings as observers. Discussion then takes place between the applicant and the Chair of the Trustees to finalise their suitability and willingness to stand for election.

Risk management policy

As a Charity involved with vulnerable children and their families the highest priority is given to ensuring the suitability of staff members and volunteers undertaking contact and befriending tasks. All staff and volunteers are subject to enhanced criminal records checks and two character references prior to contact with service users and are trained in the Charity's child protection policies.

The Charity has in place policies to ensure compliance with health and safety legislation, employment law, data protection and the signposting of clients requiring legal advice.

A comprehensive risk assessment of the Leopold Street premises was undertaken in October 2004 and is kept under regular review.

All staff receive training in the above policies and are positively encouraged to bring matters which need addressing to the Charity's Chief Executive. Matters which can't be dealt with immediately are referred to the Management Committee for appropriate action.

**CHILDREN FIRST DERBY
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OBJECTIVES AND ACTIVITIES

Charity objects

To relieve the distress and suffering experienced by families and children in particular who have suffered from and/or are likely to suffer from violence or maltreatment in their homes: in particular by:

- Responding to the needs of children where stress within the home may adversely affect their welfare or development
- Providing support for children who are regarded as vulnerable and who may be at risk of social exclusion
- Delivering community services designed to foster the general wellbeing of families with children
- Providing services for parents which will enable them to better respond to the personal needs and financial support of their children

Charity aims

The Charity aims to meet its objects through a mixture of contracts and service level agreements with the statutory authorities, grants and through its own fund raising.

It currently has a contract with Derby City Council to provide a supervised contact service for children who are in local authority care so that they can meet with their relations and other approved persons in safety, and a service level agreement funded by Derby City Council to provide a family support service for parents and children experiencing stress in the home.

Charitable income is used to add value to the above services both in terms of the quality of the rooms, playthings and equipment available at Leopold Street, and outings and other events held for the benefit of families receiving befriending support.

Public benefit

Children First Derby is a highly respected local charity which concentrates on providing relevant, practical support for families in Derby with an emphasis on the fact that children must come first.

It is an accepted truism that by investing in children we invest in the future and that every child matters. It is our duty to ensure that children are protected from serious harm, that their intellectual and practical abilities are developed so they achieve emotional well-being. The goal is that children nurtured in a positive environment ultimately become adults that positively contribute to the community and to the society which they inherit.

CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

Chair's Report

My first year as Chair seems to have gone by very quickly and whilst last year we faced uncertain times as an organisation; I am pleased to report that we have maintained our previous service levels whilst introducing a new support service.

This new service, Peer Mentoring for 12 – 16 year olds, has been funded for three years by Children in Need. I would like to welcome Debra Ibbitson to the organisation who is doing a wonderful job as the Service Coordinator. I look forward to being able to report on its successes at the AGM next year.

The Supervised Contact Service continues to offer a high quality service to its users. It is pleasing to note that whilst operating under an uncertain future in the year April 2012 to April 2013 it exceeded all its monitoring targets. This high quality was reflected in the accreditation that the service received from the National Association of Child Contact Centres and I would like to thank all the members of staff who worked very hard to ensure the contact service and charity were in the best position to go through the accreditation process. We also saw a couple of staff changes in the service, Angela Baker left her role as a Supervised Contact Worker with Fiona Rogers taking over the role. Sue Traczykowski also left as the Driver Support Worker with Steve Rumbellow taking over the role. We offer our thanks to those that have left and welcome the new members of staff.

In March 2013 the Family Support Service (formerly The Befriending Service) received a 12 month extension to its grant funding from the City Council. This enables the service to continue to run until April 2014 whilst providing us with the time to apply to other funders to secure its longer term future. Elaine Ayre left as the Coordinator of the service in October 2013 and we wish her all the best for the future.

The charity continues to move forward and attract new funding. We were delighted to receive a two year grant from The Lloyds TSB Foundation towards our management and administration costs, as this helps relieve some of the financial strain the charity was experiencing. We have also had one of our best years for fundraising due, in no small part, to our new Volunteer Fundraising Coordinator, Sandra Hill; I would like to pass on my appreciation to her and all the staff and volunteers who have given up their time to help promote and fundraise for the charity.

Volunteers have always played an important part in Children First, Sally Townsend and Wendy Smith play a vital role in helping with the administration of the charity. Our volunteer befrienders and peer mentors ensure that services are delivered in the community to those who need it. These roles are all as important as the paid members of staff and I feel very proud to say thank you to you all.

The Trustees of the organisation are also volunteers and I would like to welcome Lawrence Sanders, Julie Topliss and Jennifer Daley to the Board of Trustees. I would also like to pay special thanks to two members of the board, Pat Dixon for her continued hard work and dedication to the charity in various roles over the past 24 years and David Ball for his work monitoring the charity's finances .

CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

Chair's Report (continued)

In 2014 the charity will enter into its 40th year of operation. This is a major achievement for a small charity and we will be holding a number of events to mark the anniversary. I hope that by continuing to grow as we have done the charity can look forward to another 40 years of providing support to the community of Derby.

Wendy Hall
Chair of The Board of Trustees
Children First Derby
2013

ACHIEVEMENTS AND PERFORMANCE

The charity continues to offer high quality services to the families and children of Derby.

SUPERVISED CONTACT SERVICE

The Supervised Contact Service has had a very positive and successful year and continues to deliver a high quality, child focused specialist service.

Over the past twelve months the Supervised Contact Service has worked with 75 Looked After Children from 46 separate family groups.

The overall annual total of contact sessions delivered between April 2012 - March 2013 was 724. This total exceeds the annual amount of sessions the service is contracted to deliver (600 -700) by Derby City Council.

The Contact Service operates as a close and committed team and work with shared objectives and the exceptional figures demonstrate the results of this approach.

Accreditation to National Association of Child Contact Centres

During October 2012 the service began the accreditation with The National Association of Child Contact Centres (NACCC).

The team acknowledged that this would be an extremely time consuming project, running in parallel with the existing demands of the service. However, all were actively committed to the process, recognising the importance of it and how it would contribute significantly to the future development of the charity as a whole.

In May 2013 we were formally assessed by NACCC and received our accreditation. This is a nationally recognised accreditation and acts as a quality benchmark for the service and organisation.

Feedback from Service Users and Stakeholders

The service strives to make supervised contact sessions enjoyable and meaningful for all children and family members by regularly liaising with carers and social care workers and providing reports after each contact session. The staff are constantly looking at ways in which to improve the service and actively encourage feedback in order to achieve this objective. The service delivery receives positive feedback and there have not been any complaints received this year.

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

ACHIEVEMENTS AND PERFORMANCE (continued)

Fundraising

The Contact team value the generous donations made to the charity and appreciate the hard work of the staff and volunteers who fundraise so effectively. With the monies allocated to the service they were able to purchase and maintain a range of age appropriate toys and equipment for use in the contact centre. This is very positive for the children and families and contributes to meaningful and enjoyable contact sessions.

The contact team would like to thank the Trustees for agreeing to purchase a new table tennis table out of the fundraising monies. This is a much used piece of equipment and provides lots of enjoyment for the children and young people who attend the centre.

Budgeting

The service has managed to remain within the allocated budget for the year, despite there being no increase. This has been challenging given the increased cost of items, particularly the cost of food. Some cutbacks have had to be made to ensure we do not overspend, but these were carefully planned and kept to a minimum, thus ensuring that the children and families were not negatively affected. We were still able to provide an excellent all round service, including activities, provision of meals / snacks and purchasing new toys and equipment.

Staffing

Angela Baker left the charity in August 2012 to take up a post within an educational setting. In order to build greater flexibility into the service two members of staff took on additional hours and a new member of staff, Fiona Rogers, was appointed in September 2012; she has fitted in quickly and seamlessly and is a committed and valued member of the team.

The new arrangement of working hours has had a positive impact on service delivery and ensures continuity for service users who prefer the familiarity of a staff member who is known to them.

Transportation of Children

Over the course of this year, we have increased the amount of transport we provide for children and young people attending for contact. The majority of the children state that they prefer this as it offers them the security and continuity of a regular and familiar member of Children First staff.

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TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

ACHIEVEMENTS AND PERFORMANCE (continued)

FAMILY SUPPORT SERVICE

In April 2012 the Befriending Service and Peer Mentoring Service merged to become the Family Support Service, funded mainly by the Children and Young Peoples Department at Derby City Council. Despite financial pressures the Charity has been able to continue to deliver a support service for families with dependant children up to the age of 18, still living at home.

The Family Support service is an early intervention service that provides support to prevent the escalation of family issues that can lead to the breakdown of the family and child protection issues.

The peer mentoring element of the service supports vulnerable teenagers on a one-to-one basis.

All families work through a support plan with their volunteer which is based on their individual needs. Once the plan is completed families can either be signed off from support or a new support plan is implemented if new needs arise.

Main Achievements

This has been a positive year for The Family Support Service. We have built upon the strong foundation that The Befriending and Peer Mentoring Service provided whilst enhancing support for service users and volunteers. We continue to adapt the service ensuring that it offers relevant support and best value to its funders. The main achievements over the past twelve months include:

- Volunteers have been on 643 visits to support families and young people, delivering over 2200 hours of direct support in the community.
- The service provided 25 Christmas meals to families, in association with St. Peter's Church, Derby.
- Children First donated Christmas gifts to all service users children.
- We applied and received a grant from Children in Need for a tumble dryer and a washing machine for a father with two small children.
- Members of the public have donated toys, clothing and household goods to be dispersed amongst our service users.
- Seven of the service volunteers received the Shining Star award in association with Community Action Derby.

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TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

ACHIEVEMENTS AND PERFORMANCE (continued)

Training

To ensure that service users of the Family Support Service receive the best support possible we have a strong ethos of training within Children First. Volunteers and staff have attended a number of training courses over the past twelve months. These include:

- Safeguarding Children, Everybody's Business
- Parental mental health issues
- Safeguarding Children at Risk from Neglect
- Working with Suicidal and Self Harming Behaviour
- Introduction to the Common Assessment Framework
- Introduction Working with Children who Display Sexually Harmful Behaviour
- Attending in-house awareness training regarding relevant subjects
- We have evaluated and improved our induction process and training for all volunteers

Staffing

In October 2013 Elaine Ayre left her role as The Family Support Service Coordinator and the role has been split between existing members of staff.

Comments regarding the volunteer support workers

"My Befriender is brilliant and has time to listen and help me through my problems"

"My Befriender is friendly, helpful, good at keeping me positive & organised."

"My Peer Mentor helps me plan my future, she offers face to face counselling, where I can talk through problems this helps me to feel safe & supported to talk."

Conclusion

This has been a very positive year for The Family Support Service. Over the next twelve months we aim to build on foundations laid this year by improving our volunteer induction and training programme. We will also be applying for further funding to secure the longer term future of the Family Support Service.

PEER MENTORING SERVICE

In March 2013 we received three years of funding from BBC Children in Need to run a new Peer Mentoring Service. We recruited Debra Ibbitson as the Service Coordinator who joined the staff team in June. Debra has initially begun by networking with agencies, receiving referrals, recruiting volunteers and putting together an induction training programme, which has already been delivered to 11 volunteers. These volunteers are now in the process of being matched with service users. The induction training included; the mentoring relationship; issues affecting service users; policy and procedures; boundaries and safeguarding.

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TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

ACHIEVEMENTS AND PERFORMANCE (continued)

The service has already received 22 referrals; it offers one-to-one support, through trained volunteers for vulnerable 10-16 year olds who are experiencing, or are at risk of, school exclusion, breakdown of home life, involvement in criminal activity, issues relating to behaviour, self esteem, confidence and social isolation. Each child/young person is encouraged to decide their own outcomes for the support they receive from their mentor.

The diverse group of volunteers who give their time and experience live within the local community; with the focus of the role being to act as a positive role model in the child's/young person's life and to encourage them to engage in activities that offer a positive experience and access other services and groups. Once alternative support services are in place and self esteem and confidence rise, the support offered will gradually reduce.

Next year the service will be applying for the Approved Provider Standard from the Mentoring and Befriending Foundation, which is a nationally recognised award.

Feedback

Young people already receiving the service and requesting the service have made the following comments.

"I really like the fact that my volunteer likes animals just like me."

13 year old girl referred due to behavioural issues.

"I don't like the way I sometimes behave, but I think I need someone I can talk to about it." 13 year old boy, referred due to exclusions from school and behaviour.

"I just spend my time doing nothing, I don't even know if I like anything, can a volunteer help me to do something?" 16 year old girl referred due to none attendance at school.

FUNDRAISING

Since April 2012 we have received generous donations from many people and organisations, including:

• Hollybrook Pub – Littleover	Hosted – 2 Pub Quizzes
• ASDA Sinfin	Bag Packing
• Diane and Dave Burgess	Financial donation
• Greenlight Enterprises	Financial – Clothing Banks
• Job Centre Plus – HASSRA Sports & Social Committee	Financial donation
• University of Derby Climbing Club	Financial donation
• Stamp and Deliver	Financial donation
• In Memory of 'Anne Pennock'	Financial donation

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TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

ACHIEVEMENTS AND PERFORMANCE (continued)

• Andrew Bellman 'Tough Guy Challenge'	Financial donation
• Staff - Job Centre – 'Jubilee Collection'	Financial donation
• The White Swan Pub – Littleover	CFD Collection Box
• Clearwater Commercial Finance	Financial donation
• Staff of Balfour Beatty Rail	Financial donation
• Saffron Baker	Financial donation
• Nationwide Community Match Scheme	Financial donation
• Staff Members and Directors of Atkins Ltd	Financial donations
• Mrs CM Laycock	Financial donation
• Staff Members of SEDDON - Derby	Easter Eggs
• Derby College Students	Christmas presents
• Sitwell Tavern	Hosted Event
• The Georgian House Hotel (Mr Grundy's Tavern)	CFD Collections Box
• St. Nicholas Players – Allestree, Derby	Donation of Panto Tickets
• Henna and Lexy Mitra	Donation of Christmas Presents
• Circus Starr	Donation of Circus Tickets
• Staff from Professional Development Department - • Royal Derby Hospital	Christmas Presents
• LEMACA LTD T/A McDonalds Restaurant	Food Vouchers
• Rolls-Royce plc	Financial donation
• Etwall Well Dressing Association	Financial donation
• Nilam Narroya	Raising Funds via 'Face Painting'
• Dawn and Ian Hinds	Financial donation
• James Burnett	Financial donation
• The Masons Arms – Mickleover Derby	CFD Collections Box
• Stenson Club FC Football	Financial donation
• Staff of Tecforce – Tuck Shop	Financial donation
• Ashleigh Brown – CFD Peer Mentor Volunteer -	Sponsored Charity Climb – Mount Snowdon – Wales Financial Donation
• Disney Store	Donation of Toys for Christmas
• Derby College Citizens Service	Renovation of Garden and donation of toys and equipment
• Amanda Taylor	Summer Fayre – Financial Donation

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TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

Outings

Throughout the year Children First organises fundraising activities. Some of the money raised goes towards the cost of day trips and outings for families. We have organised a trip to a pantomime where cast members met the children afterwards whilst Santa gave out presents. We also took 103 family members to Skegness Butlins for the day.

Our thanks go to our Fundraising Committee and all who have contributed to the organisation either through donations of money, toys, equipment or their personal time. Our thanks also go to the families and children that we work with, whose input ensures we remain a vibrant and forward looking charity.

FINANCIAL REVIEW

The net income for the year of £4,353 reflects an excellent level of donations and fundraising (£3,607 higher than the previous year). Our fundraising sub-committee, with staff and volunteers, works hard to generate income both from their own activities and from outside bodies, and the importance of that work is underlined by the figures. Everyone involved is to be congratulated and thanked for their time and effort.

Expenditure was lower on discretionary-type items such as printing, postage, etc., staff and volunteer expenses, outings and parties. It is to the credit of all staff and volunteers that these cost savings have been achieved without a detrimental effect on the service quality provided. The savings helped us to fund the higher cost of gas, electricity and water, and also to pay for stronger car park gates that provide better security. The £6,625 for repairs, maintenance and improvements includes almost £1,900 for the kitchen refurbishment, a grant for which was received in the previous year.

The year-end net assets totalled £220,814 comprising the Leopold Street property (fully owned) at £170,000 and current assets (all unrestricted) of £50,814 (see note 11). Accounting rules require us to update the property valuation next 31 March.

For the year to 31 March 2014 we have funding from not only Derby City Council (one year, towards supervised contact and family support costs), but also from Children In Need (three years, towards peer mentoring costs) and from Lloyds TSB (two years, for costs not funded from elsewhere). I am confident that this contract and grant income will cover our expenditure for the year.

Regarding the 2014/15 year, we are currently waiting for Derby City Council to notify us as to what level of supervised contact and family support services they would like us to provide and to indicate what funding will be available to us.

David Ball

Treasurer/Company Secretary

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 March 2013

Independent examiner

Kevin Parkinson FCA of Messrs Parkinson Matthews LLP offers himself for re-appointment at the company's AGM.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:
13 Leopold Street
Derby
Derbyshire

Signed on behalf of the trustees

W Hall
Trustee

Approved by the trustees on

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF CHILDREN FIRST DERBY**

YEAR ENDED 31 March 2013

I report on the accounts of the company for the year ended 31 March 2013 which are set out on pages 15 to 23.

Respective responsibilities of trustees and examiner

The trustees (some of whom are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF CHILDREN FIRST DERBY**

YEAR ENDED 31 March 2013

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Cedar House
35 Ashbourne Road
Derby

Kevin Parkinson FCA
PARKINSON MATTHEWS LLP
Chartered Accountants

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 March 2013

	Note	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 31 Mar 2013 £	Total Funds 31 Mar 2012 £
Incoming resources					
Donations and fundraising	2	6,965	300	7,265	3,658
Activities in furtherance of the charity's objects:					
Contract and grant income	3	141,115	39,886	181,001	198,822
Interest receivable	4	113	-	113	159
Other income		278	-	278	938
Total incoming resources		<u>148,471</u>	<u>40,186</u>	<u>188,657</u>	<u>203,577</u>
Resources expended					
Costs of generating funds:					
Fundraising and publicity		826	-	826	338
Charitable expenditure:					
Costs in furtherance of charitable objects		138,705	44,773	183,478	199,873
Total resources expended	5	<u>139,531</u>	<u>44,773</u>	<u>184,304</u>	<u>200,211</u>
Net incoming/(outgoing) resources before transfers					
		8,940	(4,587)	4,353	3,366
Transfer between funds		4,278	(4,278)	-	-
Net incoming resources		<u>13,218</u>	<u>(8,865)</u>	<u>4,353</u>	<u>3,366</u>
Balances brought forward 1 April 2012		207,596	8,865	216,461	213,095
Net movements in funds and balance carried forward at 31 March 2013		<u>220,814</u>	<u>-</u>	<u>220,814</u>	<u>216,461</u>

The charity has no recognised gains or losses other than as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 18 to 23 form part of these financial statements.

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 March 2013

	Note	31 Mar 2013 £	31 Mar 2012 £
Income		188,544	203,418
Total expenditure		(184,304)	(200,064)
Operating surplus	6	4,240	3,354
Other income			
Interest receivable and similar income	4	113	159
Interest payable		-	(147)
Net retained surplus for the financial period		<u>4,353</u>	<u>3,366</u>

All of the activities of the charity are classed as continuing.

The notes on pages 18 to 23 form part of these financial statements.

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 March 2013

	Note	2013		2012	
		£	£	£	£
Fixed assets					
Tangible assets	7		170,000		170,000
Current assets					
Debtors and prepayments	8	2,944		2,876	
Cash at bank and in hand		96,752		49,386	
		<u>99,696</u>		<u>52,262</u>	
Creditors: amounts falling due within one year	9	<u>48,882</u>		<u>5,801</u>	
Net current assets			50,814		46,461
Net assets			<u>220,814</u>		<u>216,461</u>
Funds					
Restricted	10		-		8,865
Unrestricted – general reserves	10		220,814		207,596
TOTAL FUNDS	11		<u>220,814</u>		<u>216,461</u>

For the year ended 31 March 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- (i) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- (ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved and authorised for issue by the members of the committee on the _____ and are signed on their behalf by:

Company Number: 05379021

W Hall
Trustee

The notes on pages 18 to 23 form part of these financial statements.

CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2013

1. Accounting policies

Basis of accounting

The financial statements of the charity have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 ("SORP"), and with applicable accounting standards. These financial statements are drawn up on the historical cost accounting basis (except the revaluation of Freehold Property) and the accruals basis of accounting has been used in recognising both income and expenditure.

Cash flow statement

The charity has chosen to use the exemption under FRS 1 not to produce a cash flow statement.

Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Gifts in kind have been included at market value of gifts received and in assets acquired. No amounts are included in the financial statements for services donated by volunteers.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in the support of the charitable activities. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Taxation

As a charity, the charity is exempt from taxation.

Depreciation

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

Freehold Property	- 0%
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Freehold property is not depreciated as the trustees consider the market value to be in excess of the carrying value on the balance sheet. This property was revalued at 31 March 2009 and the trustees have chosen to use this valuation as the carrying value which is in accordance with FRS15 . This will be reviewed annually by the trustees and a full revaluation undertaken every five years.

CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 March 2013

2. Donations

	Unrestricted Funds	Restricted Funds	31 Mar 2013	31 Mar 2012
	£	£	£	£
Donations and fundraising	<u>6,965</u>	<u>300</u>	<u>7,265</u>	<u>3,658</u>

3. Contract and grant income

	Unrestricted Funds	Restricted Funds	31 Mar 2013	31 Mar 2012
	£	£	£	£
Derby City Council	141,115	39,886	181,001	158,711
Central Derby P.C.T	-	-	-	21,572
Lloyds TSB	-	-	-	1,539
National Lottery Fund	-	-	-	10,000
Derbyshire Community Foundation	-	-	-	5,000
Derby City Health and Social Care Fund	-	-	-	2,000
	<u>141,115</u>	<u>39,886</u>	<u>181,001</u>	<u>198,822</u>

4. Interest receivable

	Unrestricted Funds	Restricted Funds	31 Mar 2013	31 Mar 2012
	£	£	£	£
Bank interest receivable	<u>113</u>	<u>-</u>	<u>113</u>	<u>159</u>

CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2013

5. Total resources expended

	31 Mar 2013	31 Mar 2012
	£	£
Staff costs	146,843	146,402
Recruitment costs	-	79
Insurances and utility costs	7,004	5,319
Mortgage interest	-	147
Repairs, maintenance and improvements	6,625	4,550
Telephone	3,533	3,062
Fundraising expenses	826	338
Printing, postage, stationery and expenses	4,623	7,355
Staff training and expenses	2,694	5,383
Professional fees	2,209	15,200
Computer equipment and software	624	619
Service provision	4,353	5,016
Outings, parties, toys and equipment	2,578	3,626
Miscellaneous expenses	2,392	3,115
	<u>184,304</u>	<u>200,211</u>

The aggregate payroll costs were:

	31 Mar 2013	31 Mar 2012
	£	£
Wages and salaries	137,053	136,329
Social security costs	9,790	10,073
	<u>146,843</u>	<u>146,402</u>

No employee earned more than £60,000 per annum. One (2012: One) trustee was reimbursed for expenditure in the amount of £25 (2012 : £110).

Particulars of employees:

The average number of staff employed by the charity during the financial year amounted to:

	2013	2012
	No	No
Average number of staff employed by the charity	<u>9</u>	<u>10</u>

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2013

6. Operating surplus

	2013	2012
	£	£
Operating surplus is stated after charging/(crediting):		
Independent examiner's remuneration	1,020	1,000
	<u> </u>	<u> </u>

7. Tangible fixed assets

	Freehold Property £	Total £
Cost or valuation		
At 1 April 2012 & 31 March 2013	170,000	170,000
	<u> </u>	<u> </u>
Depreciation		
At 1 April 2012 & 31 March 2013	-	-
	<u> </u>	<u> </u>
Net book value		
At 31 March 2013	170,000	170,000
	<u> </u>	<u> </u>
At 31 March 2012	170,000	170,000
	<u> </u>	<u> </u>

On 31 March 2009 the freehold property at 13 Leopold Street, Derby, was valued by Milner McCrea. Chartered Surveyors, at an open market value of £170,000 using the RICS Valuation Standards. The trustees are not aware of any material change in the value of the property and consequently the valuation has not been updated.

In respect of certain fixed assets stated at valuations, the comparable historical cost and depreciation values are as follows:

	2013	2012
	£	£
Net book value at end of year	170,000	170,000
	<u> </u>	<u> </u>
Historical cost:		
At 31 March	35,000	35,000
	<u> </u>	<u> </u>
Depreciation:		
At 31 March	-	-
	<u> </u>	<u> </u>
Net historical cost value:		
At 31 March	35,000	35,000
	<u> </u>	<u> </u>

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2013

8. Debtors

	2013	2012
	£	£
Prepayments and accrued income	2,944	2,876
	<u>2,944</u>	<u>2,876</u>

9. Creditors: Amounts falling due within one year

	2013	2012
	£	£
Accruals and deferred income	46,174	2,869
Taxation and social security	2,708	2,932
	<u>48,882</u>	<u>5,801</u>

Deferred income has been recognised in the SOFA as follows:-

	2013	2012
	£	£
Deferred income brought forward	-	1,539
Brought forward released to SOFA	-	(1,539)
Deferred income received in year	45,379	-
Deferred income carried forward	<u>45,379</u>	<u>-</u>

**CHILDREN FIRST DERBY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2013

10. Statement of funds

	General reserve	Total unrestricted funds	Befriending	Contact	Total restricted funds	Total funds
	£	£	£	£	£	£
At 1 April 2012	207,596	207,596	5,776	3,089	8,865	216,461
Incoming	148,471	148,471	40,186	-	40,186	188,657
Outgoing	(139,531)	(139,531)	(44,773)	-	(44,773)	(184,304)
Transfers	4,278	4,278	(1,189)	(3,089)	(4,278)	-
At 31 March 2013	<u>220,814</u>	<u>220,814</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>220,814</u>

11. Analysis of net assets

	Tangible fixed assets	Net current assets	Total
	£	£	£
Unrestricted funds			
General Funds	170,000	50,814	220,814
	<u>170,000</u>	<u>50,814</u>	<u>220,814</u>

12. Company limited by guarantee

The Company is a company limited by guarantee. At the end of the year there were 6 Trustees, each of whom, under the terms of the Memorandum and Articles of Association, had undertaken to contribute the sum not exceeding £10 in the event of a winding up of the company.