

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

**31 March 2015**

**Company Registration Number 05379021  
Charity Number 111157**

**BALDWINS (DERBY) LTD**  
Chartered Certified Accountants  
Cedar House  
35 Ashbourne Road  
Derby

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2015**

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**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS**

<b>The board of trustees/directors</b>	W Hall – Chair D A K Ball - Treasurer P Dixon L C Sanders D Sismey J C Topliss (resigned September 2014) J R Daley (resigned June 2014) A T Bruch (appointed June 2015) A J Jacques (appointed February 2015) A Fatemah- Razak (appointed October 2015)
<b>Company secretary</b>	D A K Ball
<b>Chief executive</b>	D Smith (appointed June 2014)
<b>Registered office</b>	13 Leopold Street Derby Derbyshire
<b>Independent Examiner</b>	Richard Matthews FCA Baldwins (Derby) Ltd Chartered Certified Accountants Cedar House 35 Ashbourne Road Derby

# **CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

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 2015.

### **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. Volunteers 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 mentoring and family support 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  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

**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.

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 contribute positively to the community and to the society which they inherit.

# **CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

### **Chair's Report**

We have had a most interesting and exciting year, leaving the charity in a strong position from which to face our challenges.

The great news is that we were successful in winning a new contract from Derby City Council to deliver a Specialist Supervised Contact Service. I thank Danny Smith, our Chief Executive and Anne Marie Macken, our Supervised Contact Service Manager for their hard work in securing this contract.

We also thank Anne Marie for managing the Supervised Contact Service ably supported by Carina James, Senior Supervised Contact Worker and the team - Fiona Rogers, Fiona Coe and, from June, Kerreene Davidson. We appreciate the importance of this service and all your hard work.

The Family Support Service is going from strength to strength; Fiona Rogers who is the Service Coordinator does a wonderful job, together with her team of trained volunteers in supporting vulnerable families in the Derby City area. Our Chief Executive Danny Smith is actively seeking funding to enable us to maintain and develop this much needed service.

Our thanks also to Debra Ibbitson who is Coordinator of our Mentoring Service. This service helps vulnerable children & young people ages 10-16 to lay the foundations for a fulfilling future. This much needed service is currently funded by BBC Children in Need. Well done to Debra for developing and growing this excellent service which would not be possible without the support and commitment of our mentoring volunteers.

Our fundraising efforts have never been so important to the charity and I thank Gina Repton, our Fundraising & Administration Coordinator, and her team of motivated and enthusiastic volunteers for their fundraising efforts. This is a new role that Gina has taken on and as with her other role she has excelled in this position.

Fiona Coe's administration role within the charity has recently been extended to include Finance Officer; this role will give valuable support to our Treasurer, David Ball. We hope Fiona will enjoy this new challenge.

Our Caretaker Danny Poxon is our longest serving member of staff, he ensures that our building and external areas look their best. Thank you Danny for all your hard work over the past twenty years.

Danny Smith joined the charity 16 months ago as our Chief Executive. Danny has made a big impact on the charity and has certainly put us in a more positive position, although I know he will say we still have a long way to go. Thank you for the commitment and hard work that you give to the charity.

I extend my thanks and appreciation to our Board of Trustees who take their responsibility in governing our charity very seriously. They are dedicated and hardworking. I also thank them for the support they give me in my role as Chair of the Charity.

I wish to give a special thank you to our volunteers, without their kindness in supporting our children, young people and families, we would not be able to continue.

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

**Chair's Report (continued)**

Also, to our fundraising volunteers. This is mainly a new team and their ideas for fundraising and their support at events has been nothing short of amazing.

Well done to you all and thank you so much.

Finally, I give thanks to our Patrons, Derby born Actress Gwen Taylor and Dame Vivienne Westwood who lend their name in support of the work of our charity.

Let us now look forward and hope that the charity continues to thrive for another 40 years and more!

Wendy Hall

Chair of the Board of Trustees

# **CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

### **ACHIEVEMENTS AND PERFORMANCE**

This section is a digest taken from my regular reports presented to the Board since my appointment in June 2014 to March 2015.

#### **Supervised Contact Service**

- This service began in 2003 and continued to be managed by Anne Marie Macken throughout 2014/15
- Derby City's target of 700 supervised contact sessions per year was, once again, exceeded
- Feedback from service users for the year was, again, overwhelmingly positive
- Simon Meredith joined us as a Support Worker/Driver in September 2014 on a temporary contract until March 2015.
- Following a demanding tendering process we were successful in winning the 2015/16 contract to deliver a revised supervised contact service for Derby Council
- The new contract necessitated a full review of the structure and working systems of the existing service before implementing the new service from April 2015

#### **Family Support Service**

- Our Family Support Service opened at the start of 2014/15 with Fiona Rogers as Coordinator
- Throughout 2014/15 the service was funded from our reserves as well as grants, fundraising and donations
- During the year, 25 volunteers were recruited, trained, matched and then supervised to support 25 families with over 50 children between them
- Demand for this service greatly outstrips what we can supply and Fiona has had to create a waiting list
- The feedback from service users has been very positive with 80% reporting improvement against their agreed targets for support
- In January we were successful in our tender to be part of the Local Authority framework for the provision of Integrated Early Help for Families. This provides us with opportunities to bid for individual family support and mentoring (see below) contracts

# **CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

### **ACHIEVEMENTS AND PERFORMANCE (continued)**

#### **Mentoring Service**

- This service is funded by Children in Need for 3 years. It commenced in June 2013 and continued to be coordinated by Debra Ibbitson throughout 2014/15
- During the year over 25 volunteers were recruited, trained, matched and then supervised to support more than 30 young people
- Demand for this service greatly outstrips what we can supply and Debra has had to create a waiting list of up to 20 young people
- Feedback from service users has been very positive and a successful progress review by Children in Need in October 2014 resulted in confirmation of the second year's funding
- A series of drama workshops organised by Debra were attended by over 20 young people, were well received and had a very positive impact

#### **Funding and Fundraising**

- We now have in place an ongoing 'Funding and Fundraising Plan' for 2015 which clearly identifies strategies, targets and activities for the year. This is regularly updated and shared with Trustees, staff and our Fundraising Team
- Our Fundraising Team, led by Gina Repton, organised a wide variety of successful events including a Garden Party, a Teddy Bear's picnic and a Charity Ball.
- The total of £17965 raised through fundraising activities and donations in 2014/15 compares very favourably with the £13399 raised in 2013/14
- During 2014/15 we developed productive 'nominated charity' relationships with a number of businesses including Sainsbury's Intu branch, the Las Iguanas restaurant, the Andaz restaurant and Matalan

#### **Organisational**

- Following a consultation exercise with staff, Trustees and volunteers in August 2014 we produced a Development Plan for 2015. This identifies our priorities for the year, the planned actions and the criteria for success. I report on the plan's progress regularly to our Trustees and staff and produce a quarterly update.
- We have reviewed our approach to PR and developed very good links with the local media resulting in many excellent newspaper and magazine articles being published, several radio interviews being broadcast and improved publicity material.
- We have reviewed roles and re-structured so that our Administrator, Gina Repton, has become our Fundraising and Administration Coordinator

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

**ACHIEVEMENTS AND PERFORMANCE (continued)**

- We celebrated our 40<sup>th</sup> anniversary in style with an excellent event involving staff, Trustees, volunteers and supporters at Crown Derby
- Staff and Trustee training sessions were provided in Risk Assessment and for Conflict Management
- We have re-established regular supervision meetings for all staff and bi-monthly staff meetings
- Most of our policies were reviewed, updated and circulated to all staff and Trustees during the year
- A new telephone system was installed in January 2015
- We have reviewed the roles and expectations of our Trustees and recruited two, very capable, new members this year

**Looking forward – the Year Ahead**

All Third Sector organisations continue to face significant challenges brought about by the ongoing reduction in public service budgets and competition for the finite amount of grant funding available from charitable Trusts and Foundations.

We, at Children First, although far from being secure yet, are in a better position than many charities.

Our new Supervised Contact Service is going well and we have built positive relationships with the local authority. However, we do need the local authority to provide us with more referrals. We should be guaranteed at least another year's contract before it goes out to tender again.

The Children in Need funding for our, highly-regarded, Mentoring Service is until September 2016. A focus for Debra and I in 2015/16 is to secure further multi-year funding in order to maintain and expand this service to meet the demand for it.

So far, our Family Support Service has been funded by donations, grants, fundraising activities and some of our reserves. During 2015/16 we need to secure multi-year funding from at least one of the larger grant-awarding bodies so that we can consolidate and grow this much-needed service.

We need to continue to develop our very good range of fundraising activities, our recruitment of volunteers, our public relations and marketing, our relationships with local retailers and our success in applying for grant funding. Part of our search for the 'Holy Grail' of sustainable funding will be the continued growth of our Advantage Club scheme.

All of the above may appear rather daunting! However, I know that we have excellent staff, a very competent Board of Trustees and a large group of committed and generous volunteers and supporters. Given this, I am very confident of the continued ability of Children First to address the needs of vulnerable children, young people and families in Derby well into the future.

# **CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

### **FINANCIAL REVIEW**

Once again I wish to start my review by drawing attention to the marvellous outcome achieved from our fundraising activities. Together with donations received, this net unrestricted income for the year was £11,192.

Fundraising events during the year were many, varied and too many to list individually, but included a valuation evening at Royal Crown Derby, a garden party, a buffet lunch, a fashion evening, and a ball. Our fundraising committee, with staff and volunteers, continues to work extremely hard and imaginatively and these figures show the crucial importance of these activities, with almost £20,000 raised over the past two years. Everyone involved is to be heartily congratulated and thanked for their time and commitments, and I am happy to report that significant funds continue to be raised in the 2015/16 year.

Donations received were also too many to list in detail, but donors included Derby College Rag Appeal, St. Benedict School, Network Derby Cricket Club, Andaz Restaurant, Matalan, a Three Peaks Challenge sponsorship, and many more.

Despite this income from fundraising and donations, the net unrestricted income for the year was lower at £4,388, due mainly to the net cost of continuing to offer a Family Support Service (FSS) following withdrawal of funding from Derby City Council. This policy decision was referred to in my report in last year's Annual Report. Important grants for the FSS were received during the year from Toyota and Derbyshire Community Foundation.

The Restricted Funds net income of £6,572 represents the surplus for the year of grants received over allowable expenditure, and is carried forward to help meet expenditure in 2015/16. At 31 March the cumulative restricted grants comprised £17,552 for the Mentoring Service (Children In Need) and £2,678 for the Family Support Service (Toyota and Derbyshire Community Foundation).

Note 5 of the accounts analyses expenditure for the year and the following points should be noted. Staff costs were lower due to a mix of (a) the timing of staff changes, especially the position of Chief Executive, (b) changes to staff hours, and (c) lower national insurance. The total expenditure over the other categories was higher, mainly due to the fact in 2013/14 our Mentoring Service started only in June 2013. Accordingly, 2014/15 has costs for a full twelve months, a year in which the service expanded considerably the scale of its activities. 2014/15 also saw extra staff training and property maintenance.

The year-end net assets totalled £269,751, comprising the Leopold Street property at £180,000 and net current assets of £89,751 (see note 11). Of the latter, £20,230 were the Restricted Funds referred to above.

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' ANNUAL REPORT**

**YEAR ENDED 31 March 2015**

**FINANCIAL REVIEW (continued)**

The balance represents Unrestricted Funds, but Charity Commission guidelines encourage charities to set aside, if there are adequate assets, funds for specified purposes. Accordingly, we have established two Designated Funds:

Redundancy fund £28,000 –	To meet potential costs arising from the withdrawal of contracts or grants, or the unlikely closure of the charity.
Contingency fund £10,000 –	To meet the cost of unexpected, major events other than redundancy, e.g. major property repairs.

The Unrestricted General Fund of £31,521 is to cover for more routine occurrences such as delayed receipt of contract or grant monies. The trustees have agreed that our objective is to seek to maintain this General Fund at a level that will cover approximately three months of our operating costs. However, as I reported last year, the shortfall of funding for both the Family Support Service and our core costs means achievement of the three months' objective (approx. £38,000) will be delayed.

For the year to 31 March 2016 we have funding from Derby City Council via our contract for the Supervised Contact Service, from Children In Need for the Mentoring Service, and for the Family Support Service we have the balance of the Toyota and Derbyshire Community Foundation grants. Potential other funding opportunities are being pursued energetically, both for our Family Support Service but especially for contributions to cover our central core costs. Success in the latter task is crucial to maintaining the charity in its present form.

**Independent examiner**

Kevin Parkinson FCA of Messrs Parkinson Matthews LLP retires as independent examiner. Richard Matthews FCA of Messrs Baldwins (Derby) Ltd is appointed independent examiner and 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 2015**

I report on the accounts of the company for the year ended 31 March 2015 which are set out on pages 13 to 21.

**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 2015**

**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

Richard Matthews FCA  
BALDWINS (DERBY) LTD  
Chartered Certified Accountants

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31 March 2015**

	Note	Unrestricted Funds 2015 £	Restricted Funds 2015 £	Total Funds 31 Mar 2015 £	Total Funds 31 Mar 2014 £
<b>Incoming resources</b>					
Donations and fundraising	2	17,965	-	17,965	13,399
<b>Activities in furtherance of the charity's objects:</b>					
Contract and grant income	3	135,835	53,162	188,997	216,859
Interest receivable	4	187	-	187	117
Other income		383	-	383	453
<b>Total incoming resources</b>		<u>154,370</u>	<u>53,162</u>	<u>207,532</u>	<u>230,828</u>
<b>Resources expended</b>					
<b>Costs of generating funds:</b>					
Fundraising and publicity		6,773	-	6,773	4,235
<b>Charitable expenditure:</b>					
Costs in furtherance of charitable objects		151,264	38,535	189,799	198,616
<b>Total resources expended</b>	5	<u>158,037</u>	<u>38,535</u>	<u>196,572</u>	<u>202,851</u>
<b>Net incoming/(outgoing) resources before transfers</b>					
		(3,667)	14,627	10,960	27,977
Transfer between funds		8,055	(8,055)	-	-
<b>Net incoming resources before other recognised gains and losses</b>					
		4,388	6,572	10,960	27,977
Unrealised gains on revaluation of property		-	-	-	10,000
<b>Net movement in funds for the year</b>		<u>4,388</u>	<u>6,572</u>	<u>10,960</u>	<u>37,977</u>
Balances brought forward 1 April 2014		245,133	13,658	258,791	220,814
<b>Balances carried forward at 31 March 2015</b>		<u>249,521</u>	<u>20,230</u>	<u>269,751</u>	<u>258,791</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 16 to 21 form part of these financial statements.

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**INCOME AND EXPENDITURE ACCOUNT**

**YEAR ENDED 31 March 2015**

	Note	31 Mar 2015 £	31 Mar 2014 £
<b>Income</b>		207,345	230,711
<b>Total expenditure</b>		(196,572)	(202,851)
<b>Operating surplus</b>	<b>6</b>	<u>10,773</u>	<u>27,860</u>
<b>Other income</b>			
Interest receivable and similar income	4	187	117
Unrealised gains on revaluation of property		-	<u>10,000</u>
<b>Net retained surplus for the financial period</b>		<u><u>10,960</u></u>	<u><u>37,977</u></u>

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

The notes on pages 16 to 21 form part of these financial statements.

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET**

**31 March 2015**

		2015		2014	
	Note	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		180,000		180,000
<b>Current assets</b>					
Debtors and prepayments	8	3,890		2,944	
Cash at bank and in hand		92,957		115,897	
			96,847		118,841
<b>Creditors: amounts falling due within one year</b>	<b>9</b>	7,096		40,050	
<b>Net current assets</b>			89,751		78,791
<b>Net assets</b>			269,751		258,791
<b>Funds</b>					
Restricted	10		20,230		13,658
Unrestricted	10		249,521		245,133
<b>TOTAL FUNDS</b>	<b>11</b>		269,751		258,791

For the year ended 31 March 2015 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 16 to 21 form part of these financial statements.**

# CHILDREN FIRST DERBY COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 March 2015

### 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 4 April 2014 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.

#### **Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**CHILDREN FIRST DERBY**  
**COMPANY LIMITED BY GUARANTEE**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 March 2015**

**2. Donations**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>31 Mar 2015</b>	<b>31 Mar 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations and fundraising	<u>17,965</u>	<u>-</u>	<u>17,965</u>	<u>13,399</u>

**3. Contract and grant income**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>31 Mar 2015</b>	<b>31 Mar 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Derby City Council	135,835	-	135,835	175,701
Lloyds TSB	-	10,500	10,500	10,100
Children in Need	-	29,342	29,342	31,058
Trusthouse Charitable Foundation	-	10,000	10,000	-
Derbyshire Community Foundation	-	1,820	1,820	-
Toyota	-	1,500	1,500	-
	<u>135,835</u>	<u>53,162</u>	<u>188,997</u>	<u>216,859</u>

**4. Interest receivable**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>31 Mar 2015</b>	<b>31 Mar 2014</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Bank interest receivable	<u>187</u>	<u>-</u>	<u>187</u>	<u>117</u>

**CHILDREN FIRST DERBY**  
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**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2015**

**5. Total resources expended**

	<b>31 Mar 2015</b>	<b>31 Mar 2014</b>
	<b>£</b>	<b>£</b>
Staff costs	<b>141,917</b>	155,438
Recruitment costs	<b>1,121</b>	1,198
Insurances and utility costs	<b>6,828</b>	7,202
Repairs, maintenance and improvements	<b>6,723</b>	5,751
Telephone	<b>6,731</b>	5,606
Fundraising expenses	<b>6,773</b>	4,235
Printing, postage, stationery and expenses	<b>8,261</b>	6,876
Staff training and expenses	<b>8,966</b>	4,159
Professional fees	<b>3,161</b>	2,504
Computer equipment and software	<b>677</b>	1,454
Service provision	<b>2,624</b>	2,965
Outings, parties, toys and equipment	<b>779</b>	3,453
Miscellaneous expenses	<b>2,011</b>	2,010
	<b><u>196,572</u></b>	<b><u>202,851</u></b>

**The aggregate payroll costs were:**

	<b>31 Mar 2015</b>	<b>31 Mar 2014</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>134,386</b>	144,918
Social security costs	<b>7,531</b>	10,520
	<b><u>141,917</u></b>	<b><u>155,438</u></b>

No employee earned more than £60,000 per annum. No (2014: Nil) trustees were reimbursed for expenditure in the year (2014 : £Nil).

**Particulars of employees:**

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

	<b>2015</b>	<b>2014</b>
	<b>No</b>	<b>No</b>
Average number of staff employed by the charity	<b><u>9</u></b>	<b><u>9</u></b>

**CHILDREN FIRST DERBY  
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**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2015**

**6. Operating surplus**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Operating surplus is stated after charging/(crediting):		
Independent examiner's remuneration	<b>1,575</b>	<b>1,080</b>
	<u>          </u>	<u>          </u>

**7. Tangible fixed assets**

	<b>Freehold Property £</b>	<b>Total £</b>
<b>Cost or valuation</b>		
At 1 April 2014	<b>180,000</b>	<b>180,000</b>
Revaluation	<u>          -</u>	<u>          -</u>
At 31 March 2015	<b>180,000</b>	<b>180,000</b>
	<u>          </u>	<u>          </u>
<b>Depreciation</b>		
At 1 April 2014 & 31 March 2015	<u>          -</u>	<u>          -</u>
	<u>          </u>	<u>          </u>
<b>Net book value</b>		
<b>At 31 March 2015</b>	<b>180,000</b>	<b>180,000</b>
	<u>          </u>	<u>          </u>
At 31 March 2014	<b>180,000</b>	<b>180,000</b>
	<u>          </u>	<u>          </u>

On 4 April 2014 the freehold property at 13 Leopold Street, Derby, was valued by Innes England, Chartered Surveyors, at an open market value of £180,000 using the RICS Valuation Standards.

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

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
<b>Net book value at end of year</b>	<b>180,000</b>	<b>180,000</b>
	<u>          </u>	<u>          </u>
<b>Historical cost:</b>		
At 31 March	<b>35,000</b>	<b>35,000</b>
	<u>          </u>	<u>          </u>
<b>Depreciation:</b>		
At 31 March	<u>          -</u>	<u>          -</u>
	<u>          </u>	<u>          </u>
<b>Net historical cost value:</b>		
At 31 March	<b>35,000</b>	<b>35,000</b>
	<u>          </u>	<u>          </u>

**CHILDREN FIRST DERBY  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2015**

**8. Debtors**

	2015	2014
	£	£
Prepayments and accrued income	3,890	2,944
	<u>3,890</u>	<u>2,944</u>

**9. Creditors: Amounts falling due within one year**

	2015	2014
	£	£
Accruals and deferred income	3,634	37,504
Taxation and social security	3,462	2,546
	<u>7,096</u>	<u>40,050</u>

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

	2015	2014
	£	£
Deferred income brought forward	33,954	45,379
Brought forward released to SOFA	(33,954)	(45,379)
Deferred income received in year	-	33,954
Deferred income carried forward	<u>-</u>	<u>33,954</u>

**CHILDREN FIRST DERBY  
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**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 March 2015**

**10. Statement of funds**

	<b>Total unrestricted funds £</b>	<b>Family Support Service £</b>	<b>Mentoring £</b>	<b>Other £</b>	<b>Total restricted funds £</b>	<b>Total funds £</b>
<b>At 1 April 2014</b>	<b>245,133</b>	<b>-</b>	<b>13,258</b>	<b>400</b>	<b>13,658</b>	<b>258,791</b>
<b>Incoming</b>	<b>154,370</b>	<b>3,320</b>	<b>49,842</b>	<b>-</b>	<b>53,162</b>	<b>207,532</b>
<b>Outgoing</b>	<b>(158,037)</b>	<b>(642)</b>	<b>(37,493)</b>	<b>(400)</b>	<b>(38,535)</b>	<b>(196,572)</b>
<b>Transfers</b>	<b>8,055</b>	<b>-</b>	<b>(8,055)</b>	<b>-</b>	<b>(8,055)</b>	<b>-</b>
<b>At 31 March 2015</b>	<b>249,521</b>	<b>2,678</b>	<b>17,552</b>	<b>-</b>	<b>20,230</b>	<b>269,751</b>

**11. Analysis of net assets**

	<b>Tangible fixed assets £</b>	<b>Net current assets £</b>	<b>Total £</b>
<b>Unrestricted funds</b>			
<b>Designated Funds</b>			
Redundancy fund	-	28,000	28,000
Contingency fund	-	10,000	10,000
<b>General Funds</b>	<b>180,000</b>	<b>31,521</b>	<b>211,521</b>
<b>Restricted Funds</b>			
Mentoring	-	17,552	17,552
Other	-	2,678	2,678
	<b>180,000</b>	<b>89,751</b>	<b>269,751</b>

Redundancy fund is to meet potential costs arising from the withdrawal of contracts or grants, or the unlikely closure of the charity.

Contingency fund is to meet the cost of unexpected, major events other than redundancy, e.g. major property repairs.

**12. Company limited by guarantee**

The Company is a company limited by guarantee. At the end of the year there were 5 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.