

ACCURO (CARE SERVICES)
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018



ACCURO (CARE SERVICES)

CONTENTS

	Page
Trustees Report	5
Independent Examiners' Report	12
Statement of Financial Activities	13
Balance Sheet	14
Statement of Cash Flows	15
Notes	16-25

ACCURO (CARE SERVICES)

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number:	4507249 (England and Wales)
Registered Charity Number:	1094736
Registered office:	Tocher House Start Hill Bishops Stortford Essex CM22 7TA
Trustees:	Mr D McConnell Mrs K Shefford Mr D Lister Mr. G Phillips Mrs S Foote Mrs D Murray (resigned 17/07/18) Mrs M Standen Mrs M Pate Mrs A Campbell (appointed 17/07/18)
Company Secretary:	Ms L Baker (resigned 16/07/18) Mr R Purcell (appointed 17/07/18)
Senior Management Leadership Team:	Ms L Baker – CEO (resigned 18/05/18) Mr R Purcell – CEO (appointed 17/07/18) Ms A McKeown – Operations Manager
Independent Examiners:	Price Bailey LLP Causeway House 1 Dane Street Bishop Stortford, Hertfordshire CM23 3BT
Bankers:	Unity Trust Bank Plc Nine Brindley Place Birmingham B1 2HB Scottish Widows Bank Plc PO Box 12757 67 Morrison Street Edinburgh EH3 8YJ The Charity Bank Ltd Fosse House 182 High Street Tonbridge TN9 1BE

ACCURO (CARE SERVICES)

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers continued:

CAF – Shawbrook Bank Ltd
Lutea House, Warley Hill Business Park
The Drive, Great Warley
Brentwood
Essex CM13 3BE

Solicitors:

Whiskers LLP Solicitors & Notaries
6 Mitre Buildings
Kitson Way
Harlow
Essex
CM20 1DR

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

The Trustees present their Annual Report together with the financial statements and Independent Examiner's report of the charitable company for the period 1st April 2017 to 31st March 2018. The Annual Report serves the purposes of both a Trustees' Report and a Directors' Report under company law.

The registered charity provides services for people with disabilities from 8 years upwards serving the catchment area of West Essex. The charity had a register of 179 service users as at 31st March 2018.

"The staff are fantastic, providing my daughter and ourselves with well needed respite. She thoroughly enjoys her days out with staff and also the activity days at Accuro in Saffron Walden." "My daughter enjoys her time at all clubs. It gives her independence. The staff are fantastic, very supportive."

(Source: Accuro Stakeholder Survey Nov 16)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document – the Memorandum & Articles of Association and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

Members' Liability

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £1, for the debts and liabilities contracted before they ceased to be a member.

Method of Recruitment and Appointment or Election of Trustees

A Board of Trustees comprising not less than five and up to eighteen persons is elected at the Annual General Meeting. This Board governs Accuro. The trustees serve a term until the next Annual General Meeting where all are eligible for re-election.

Co-option to the Board is permitted up to a maximum of 5 additional trustees which may include one representative of Essex County Council.

The Board meets regularly throughout the year and operates a sub-committee with responsibility for overseeing financial matters.

Details of the trustees who served during the year are included in the Reference and Administrative Details on page 3.

Policies and Procedures Adopted for the Induction and Training of Trustees

Potential trustees are invited to attend a number of Board Meetings before they are invited to join the Board. Once elected trustees are inducted to the charity through a series of 1-1 sessions with the Chair of Trustees, alongside a period of observation during bi-monthly board meetings. Further training is provided on an ad hoc basis depending on the needs of the charity and the trustee.

Organisational Structure

The charity's financial and strategic decisions are made by the Board of Trustees once collated and presented by the Chief Executive Officer. The daily management of the charity is led by the Chief Executive Officer supported by the team of operational and support services staff. The Senior Management Team (SMT) consists of the Chief Executive Officer and the Operations Manager. 2017/2018 saw the creation of a Business Development Team led by a Business Development Manager who also joined the SMT.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

Arrangements for setting pay and remuneration of key management personnel

All Trustees are volunteers. Reasonable expenses may be paid and are detailed in note 9 of the accounts. Key management personnel pay and remuneration was reviewed in April 2018 following approval from the Board of Trustees. 2017/2018 saw a pay review across the charity alongside the implementation of a pay policy. This brought consistency across a number of pay grades.

Related Parties

Related Party transactions are detailed in note 20 to the accounts.



"My daughter looks forward to going every week." And "The only youth club that specifically caters for his needs. I feel that he is safe and well cared for when he is there." (Source: Accuro Stakeholder Survey Nov 16)



OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of Accuro are stated in the Memorandum and Articles of Association and are as follows:

"To relieve people with disabilities and/or elders who reside in Essex and surrounding areas by the provision of respite care and other services for which there is an identified need and such services will encompass the need to provide support and training to volunteers and staff."

Vision Statement

To eliminate the social isolation of people with disabilities within their local communities, enhancing their confidence to cross bridges into a wider world.

Mission Statement

To support people with a learning disability in West Essex with a wide range of social activities and provide respite to their families.

Values

Accuro (Care Services) values have been created and illustrated by the staff team. They are shown on the front page of this Annual Report.

Medium Term Strategic Objectives

The following objectives have been approved by the Board of Trustees:

1. Preserve the valuable services on offer now, by
 - a. diversifying the funding sources used to pay for them, setting realistic budgets, and
 - b. implementing a financial reporting system which shows how well they are performing.
2. More effective fundraising. Becoming less reliant on large grants.
3. Secure office space in West Essex by the end of March 2018 and move our operations successfully.
4. Improve branding & develop our PR profile.
5. Increase the range and diversity of the offer (sustainably), focusing on post-16 and Life Skills provision
6. Better use of strategic collaboration,

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

Public Benefit

The Trustees have referred to the Charity Commission's guidance on public benefit. Accuro (Care Services') charitable purposes are outlined in its Mission and Vision. The charity's achievements and key performance indicators illustrate how the mission and vision have been pursued to derive public benefit.

The medium term strategic objectives will allow Accuro (Care Services) to secure its foundations to provide quality services sustainably into the future. These foundations will support the diversification of services to meet the identified need and move the charity in a positive direction.



“Thank you for what you currently provide. My daughter loved the summer activities and it allowed me to spend time with my two other children.
Thank you to all staff and volunteers.”

(Source: Accuro Stakeholder Survey Nov 16)



ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year ended 31 March 2018, Accuro provided the following principal services:

Holiday scheme

1931 hours of leisure and social opportunities for 121 children and young people with a disability during the school holidays, thereby offering their families respite care.

Adult Friendship Scheme

2658 hours of social and leisure activities scheme which offered support for 58 adults with a disability across the Harlow and Uttlesford areas.

Under 19 Project

A leisure and social opportunities project which provided 1140 hours for 20 young people based in Great Dunmow and Saffron Walden.

Saturday Play Club

Based in Saffron Walden, the club provided a wide range of activities for 18 children with a disability during term time, totalling 1767 hours.

Loughton Youth Group

For 11 to 19-year olds with a disability who live in the Loughton area. In total this group of 12 service users benefited from 1174 hours.

Cool Connections

Formerly the Autistic Spectrum Disorder Group, this service provides a youth group based in Harlow for children and young people with autistic spectrum disorder. In total this group of 12 service users benefited from 883 hours of support.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

Key Performance Indicators

1. *Preserve the valuable services on offer now, by*
 - a. *diversifying the funding sources used to pay for them, setting realistic budgets, and*
 - b. *implementing a financial reporting system which shows how well they are performing*

All the services that the charity offered in the previous year continued to operate in 2017/18. We were able to offer more than 9500 hours of safe and fun activities for our service users and respite for their families. During the reporting period, the charity continued to invest in its strategy of diversifying its funding sources by hiring a Business Development Manager, and at the start of 2018 we secured the services of an external grant writing consultant. Whilst both have taken time to establish themselves, positive results are starting to come through in the current financial year. Our financial reporting continues to improve as we gain experience of our new reporting systems.

2. *More effective fundraising. Becoming less reliant on large grants*

By hiring a Business Development Manager and an external grants consultant the charity is able to become less reliant on a few large grants going forward. This strategy is already starting to pay off, however it is early days and there is still much to be done to maintain the positive trajectory.

3. *Secure office space in West Essex by the end of March 2018 and move our operations successfully*

The charity moved into its new premises on the outskirts of Bishop's Stortford near Stansted Airport, having signed a 5 year lease in February 2018. The Board would like to thank all the staff who worked extremely hard to ensure a smooth transition.

4. *Improve branding & develop our PR profile*

Accuro's brand is still relatively unknown in the local community, and there is much work to be done in this area. A steady stream of articles appeared in the local paper, but coverage was patchy and the appointment of a Business Development Team should improve this going forward.

5. *Increase the range and diversity of the offer (sustainably), focusing on post-16 and Life Skills provision*

A partially funded project is being developed. However, the resource required to move premises meant that for the time being those plans have been postponed. The project will be reassessed in the autumn and plans will be fleshed out to improve its sustainability and funding arrangements.

6. *Better use of strategic collaboration,*

The first tentative steps have been taken to build bridges with similar local organisations over the past year. Much more of this will be undertaken in the coming months.

Action for Children who have commissioned 5 children's services from Accuro (Care Services) awarded the green level of their RAG assessment on inspection in 2017. This indicator highlights the quality of children's services provided by Accuro.



"Because my daughter enjoys her time with Accuro so much I can relax about her being there. She has made most of her friends through the group."

(Source: Accuro Stakeholder Survey Nov 16)



ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

The financial statements illustrate a net deficit in 2017/18 of £42,591 in contrast to a surplus of £94,561 in the previous financial year. The healthy level of reserves meant that, in this financial year, the Board was able to invest resources in building the team, and improving the IT systems in the charity.



"All Accuro staff and volunteers go the extra mile to make sure all young people engage in activities which meet their needs and are engaging. We always know our son will be enjoying himself which means we can too."

(Source: Accuro Stakeholder Survey Nov 16)



Going Concern

After making appropriate enquiries, the board of trustees has a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Statement of Accounting Policies.

FINANCIAL REVIEW

Reserves policy

The minimum rolling capital reserve balance of £10,000 is to be held to fund future capital expenditure. The charity aims to maintain a minimum of 3 months' unrestricted income, based on the previous Financial Year's turnover. This reflects the requirement on Trustees to maintain sufficient reserves to meet unforeseen circumstances, and to ensure that, should the Charity/Company Limited by Guarantee need to be wound up, that it can meet the organisation's financial obligations. The directive for unrestricted reserves must be recorded in the minutes of the appropriate committee. Restricted reserves can only be used for a purpose or remit within the overall charitable aims. Restricted funds can only be carried forward as reserves if the terms of the funding apply. The Trustees will review the reserves policy annually. The unrestricted reserves balance as at 31st March 2018 was £288,574 in keeping with the Reserves Policy.



"You are a highly valued support for our family and have helped us cope in the darkest of times when we felt alone."

(Source: Accuro Stakeholder Survey Nov 16)



Investment policy

The Memorandum and Articles of Association enable the organisation to make investments at the discretion of the Trustees. The current policy is to invest surplus funds in a range of charity accounts with robust financial institutions. None contains more than the £85,000 guaranteed by the FSCS.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

Financial management

Responsibility for managing the organisation's finances rests with Trustees. Authority is delegated to the Chief Executive Officer to the control of day to day income and expenditure.

Key Funding Streams in 2017/2018

Action for Children	£216k
Essex County Council	£48k
Games Aid	£69k

Principles Risks and Uncertainties

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure that appropriate controls are in place to provide reasonable assurance against fraud and error. Accuro (Care Services) operates a Risk Management Policy alongside a Risk Register which is reviewed regularly by the Board where the prevention and mitigation of risk is actioned.

The Trustees regard over-reliance on large, long term, funders to be a key risk to the future financial stability of the organisation. To mitigate this risk Accuro has now contracted an experienced fundraiser with a proven track record in attracting large grants. It has also put in place a new Business Development team focussing on community fundraising and communications.

The Trustees also regard the sudden loss of senior management staff to be a key risk in the professional and on-going running of the charity. To mitigate this risk Accuro has an experienced Human Resource professional in place, has improved recruitment and induction procedures and focuses on appropriate staff development training.



"It offers so many opportunities to families and young people that they would never have had the chance to experience otherwise."

(Source: Accuro Stakeholder Survey Nov 16)



Plans for Future Periods

Having signed a 5-year lease for Tocher House, our head office, in February 2018 we would like to be able to increasingly use our premises to provide services in the local community. We will continue to make strides in increasing our ability to raise income from a diverse range of sources, and in time hope to launch new projects when we are comfortable that we can manage them sustainably.

Funds Held as Custodian Trustee on Behalf of Others

There are no arrangements in place where trustees act as custodians for third parties.

ACCURO (CARE SERVICES)

TRUSTEES' REPORT FOR THE YEAR ENDED MARCH 2018

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees (who are also the directors of Accuro (Care Services) for the purposes of Company Law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with statutory requirements and accepted accounting practice.

Company Law requires the preparation of financial statements each year that provide a true and fair view of the state of affairs of the charitable company and of the incoming resources and the application of funds. This includes detailing the income and expenditure of the charitable company for the period. In preparing financial statements, the Trustees are required to;

- Select suitable accounting practices and apply them consistently
- Observe the methods and principals in the Charity Statement of Recommended Practice
- Make judgements and estimates that are reasonable and prudent
- State whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the requirements of the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions of part 15 of the Companies Act 2006 applicable to companies' subject to the small companies' regime.

Signed on behalf of the Board of Trustees;



David McConnell - Chairman of the Governing Board

Date: 15/10/18



"Staff genuinely care about and accept the children, offering the opportunity to socialise and have activities that they couldn't otherwise find."

(Source: Accuro Stakeholder Survey Nov 16)



ACCURO (CARE SERVICES)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018

I report to the trustees on my examination of the accounts of Accuro (Care Services) ("the Company") for the year ended 31 March 2018.

Responsibilities and basis of report

As the charity trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

H Wilkinson

Helena Wilkinson FCA DChA

For and on behalf of Price Bailey LLP
Causeway House
1 Dane Street
Bishop's Stortford
Hertfordshire
CM23 3BT

Date: *17 October 2018*

ACCURO (CARE SERVICES)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

	Note	Unrestricted Funds £	Restricted Income Funds £	Total Funds 2018 £	Total Funds 2017 £
Income from:					
Donations	3	93,533	305,002	398,535	471,250
Charitable activities	6	4,816	5,693	10,509	8,542
Investments	5	140	-	140	1,564
Other trading activities	4	15,270	4,348	19,618	52,518
Total income		<u>113,759</u>	<u>315,043</u>	<u>428,802</u>	<u>533,874</u>
Expenditure:					
Charitable activities	7	<u>151,330</u>	<u>320,423</u>	<u>471,753</u>	<u>439,313</u>
Total expenditure		<u>151,330</u>	<u>320,423</u>	<u>471,753</u>	<u>439,313</u>
Net income/(expenditure)		(37,571)	(5,380)	(42,951)	94,561
Transfers between funds		<u>(7,455)</u>	<u>7,455</u>	<u>-</u>	<u>-</u>
Net movement in funds		(45,026)	2,075	(42,951)	94,561
Total funds brought forward		<u>332,279</u>	<u>29,865</u>	<u>362,144</u>	<u>267,583</u>
Total funds carried forward		<u>287,253</u>	<u>31,940</u>	<u>319,193</u>	<u>362,144</u>

All of the company's activities are classed as continuing.

The company had no gains or losses other than those shown above.

The notes of pages 16 to 25 form part of these accounts.

ACCURO (CARE SERVICES)

BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2018

	Note	2018 £	2017 £
Tangible fixed assets			
Tangible assets	12	12,160	4,690
Current assets			
Debtors	13	35,631	48,610
Bank accounts		286,941	321,088
		<u>322,572</u>	<u>369,698</u>
Creditors			
Amounts falling due within one year	14	<u>15,539</u>	<u>12,244</u>
		307,033	357,454
Total assets less current liabilities		<u>319,193</u>	<u>362,144</u>
Net assets		<u>319,193</u>	<u>362,144</u>
Capital and reserves			
Unrestricted funds		288,574	332,279
Restricted funds		<u>30,619</u>	<u>29,865</u>
	16	<u>319,193</u>	<u>362,144</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the Trustees on 18 SEPTEMBER 2018

K. E. Shiff
Trustee + TREASURER

Company registration number: 04507249

The attached notes form part of these financial statements.

ACCURO (CARE SERVICES)

STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2018

	2018 £	2017 £
Cash flows from operating activities:		
Surplus/(deficit) for the financial year	(42,951)	94,561
Adjustments for:		
Depreciation of tangible assets	5,408	3,826
Investment Income	(140)	(1,564)
Increase/(decrease) in debtors	12,979	(5,886)
Increase/(decrease) in creditors	3,295	(4,885)
	<hr/>	<hr/>
Net cash generated from operating activities	(21,409)	86,052
	<hr/>	<hr/>
Cash flows from investing activities:		
Purchase of tangible fixed assets	(12,878)	(1,708)
Income from investments	140	1,564
	<hr/>	<hr/>
Net cash from investing activities	(12,738)	(144)
	<hr/>	<hr/>
Net (decrease)/increase in cash and cash equivalents	(34,147)	85,908
Cash and cash equivalents at the beginning of the year	321,088	235,180
	<hr/>	<hr/>
Cash equivalents at the end of the year	286,941	321,088
	<hr/>	<hr/>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

1. GENERAL INFORMATION

Accuro (Care Services) is a UK registered charity, limited by guarantee, registered at the address given on the first page of these financial statements.

The principal activity of the charity is to provide opportunities for individuals with learning difficulties to interact and socialise with one another.

2. ACCOUNTING POLICIES

Basics of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Accuro (Care Services) meets the definition of a public benefit entity under FRS 102. Assets and liabilities recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Income

Donations and grants are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated on activities on a basis consistent with use of resources.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures and Fittings – straight line over 3 years.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees for particular purposes.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Leasing

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to Statement of Financial Activities as incurred.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Pension costs

The company operates a defined contribution pension scheme. Contributions payable are charges to the Statement of Financial Activities in the period to which they relate.

Taxation

The company is exempt from corporation tax on its charitable activities.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Trade and other debtors, cash at bank and creditors are recognised at cost which is their fair value and fixed assets are valued at cost less depreciation.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

3. DONATIONS

Voluntary income received during the year as follows:

	2018 £	2017 £
Total voluntary income	373,295	432,409
Donations and gift aid	25,240	38,841
	<hr/>	<hr/>
	398,535	471,250
	<hr/>	<hr/>

4. OTHER TRADING ACTIVITIES

	2018 £	2017 £
Fundraising events	19,618	52,518
	<hr/>	<hr/>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

5. INVESTMENTS

	2018 £	2017 £
Deposit account interest	140	1,564
	<hr/>	<hr/>

6. CHARITABLE ACTIVITIES

	2018 £	2017 £
Fees	10,509	8,542
	<hr/>	<hr/>

7. COST OF CHARITABLE ACTIVITIES

	2018 £	2017 £
Staff related direct expenditure	194,724	171,598
Other direct expenditure	57,981	80,174
Support costs (see note 8)	219,048	187,541
	<hr/>	<hr/>
	471,753	439,313
	<hr/>	<hr/>

8. SUPPORT COSTS

	2018 £	2017 £
Staff costs	133,873	105,282
Other support costs	80,163	80,109
Governance	5,012	2,150
	<hr/>	<hr/>
	219,048	187,541
	<hr/>	<hr/>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration, expenses or other benefits paid for the year ended 31 March 2018 or for the year ended 31 March 2017.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

10. NET INCOME FOR THE YEAR

This is stated after charging:

	2018 £	2017 £
Staff pension contributions	9,555	8,711
Depreciation	5,407	3,826
Independent Examinations fees	2,150	2,150
Operating leases rentals - land and buildings	20,145	26,919
	<hr/>	<hr/>

11. STAFF COSTS

	2018 £	2017 £
Wages and salaries	303,751	254,280
Social security costs	15,290	10,683
Other pension costs	9,555	8,711
	<hr/>	<hr/>
	328,596	273,674
	<hr/>	<hr/>

The average number of employees during the year, calculated on the basis of average head count, was as follows:

	2018	2017
Number of staff	75	83
	<hr/>	<hr/>

No employee received emoluments exceeding £60,000 during either of the above years.

The key management personnel of the Charity comprise the Trustees and key management team as listed on page 3. The total amount of employee benefits (including employer pension and national insurance contributions) received by the key management team for their services to the Charity was £81,257 (2017: £71,569).

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

12. TANGIBLE FIXED ASSETS

	Plant and machinery £
Cost	
At 1 April 2017	45,671
Additions	12,878
	<hr/>
As at 31 March 2018	58,549
	<hr/>
Depreciation	
At 1 April 2017	40,981
Charge for the year	5,408
	<hr/>
As at 31 March 2018	46,389
	<hr/>
Net book value	
As at 31 March 2018	12,160
	<hr/>
As at 31 March 2017	4,690
	<hr/>

13. DEBTORS AND PREPAYMENTS

	2018 £	2017 £
Trade debtors	19,946	42,070
Other debtors	15,685	6,540
	<hr/>	<hr/>
	35,631	48,610
	<hr/>	<hr/>

14. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018 £	2017 £
Trade creditors	7,368	5,591
Sundry creditors	2,453	2,682
Other taxes and social security	5,718	3,971
	<hr/>	<hr/>
	15,539	12,244
	<hr/>	<hr/>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

15. PENSION COMMITMENTS

The company contributes to a defined contribution pension scheme for the benefit of employees. The amounts included in the accounts represent the contributions paid during the year, which were £9,555 (2017: £8,711). At the balance sheet date £nil (2017: £Nil) were payable to the fund at the balance sheet date.

16. INFORMATION ON FUNDS

	1 April 2017	Income	Expenditure	Transfers between funds	31 March 2018
Unrestricted funds					
General Fund	272,279	112,429	(150,740)	18,285	252,253
Designated – Saturday Club fund	50,000	1,330	(590)	(25,740)	25,000
Designated – fixed asset fund	10,000	-	-	-	10,000
	<u>332,279</u>	<u>113,759</u>	<u>(151,330)</u>	<u>(7,455)</u>	<u>287,253</u>
Restricted funds					
LSF	29,865	12,782	(28,352)	(14,295)	-
Adult Friendship Scheme	-	47,793	(59,398)	11,605	-
Action for Children	-	213,138	(222,623)	9,485	-
Gardening Grant	-	7,560	-	-	7,560
Under 19 Residential	-	7,342	(1,737)	-	5,605
Saturday Play West End Show	-	500	-	-	500
Adult Residential	-	1,000	-	-	1,000
Cool Connections Residential	-	4,000	-	-	4,000
General restricted fund	-	20,928	(8,313)	660	13,275
Total Funds	<u>362,144</u>	<u>428,802</u>	<u>(471,753)</u>	<u>-</u>	<u>319,193</u>

Adult friendship scheme

The scheme provides support to adults with a disability.

Action for Children

Funding was received from Essex County Council to fund the following charitable activities:

- **Holiday scheme**
The scheme provides additional support to children/young people with a disability during the school holidays.
- **Under 19's scheme**
The scheme provides leisure and social opportunities for young people with a disability aged 11 to 19.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

- **Saturday club scheme**

The scheme provides a Saturday play club for children with a disability.

- **Loughton Youth Group**

This project provides a youth group for 11 to 19 year olds with a disability who reside in the Loughton area. This service is delivered in partnership with ignite Youth Services.

- **Cool Connections (formerly Autistic Spectrum Disorder group)**

This project provides a youth group for children/young people on the autistic spectrum who reside in the Harlow area. This service is delivered in partnership with PACT (Harlow).

Gardening grant

Funding received to purchase various equipment and supplies for new gardening projects.

Under 19 residential

Funding received to take members away for an annual residential holiday.

Adult residential

Funding received to take members away for an annual residential holiday.

Cool connections residential

Funding received to take members away for an annual residential holiday.

Saturday play West End show

Funding received to take members to London to experience West End shows.

LSF

Funding was received to conduct a '360 degree' organisational review to assist Accuro plan and then implement a strategy to diversify its income streams and mitigate over-reliance on large donors.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Prior Year

	1 April 2016	Income	Expenditure	Transfers between funds	31 March 2017
Unrestricted funds					
General Fund	128,662	229,718	(71,500)	(14,601)	272,279
Designated – Saturday Club fund	49,409	40,802	(40,211)	-	50,000
Designated – fixed asset fund	9,225	-	-	775	10,000
	<u>187,296</u>	<u>270,520</u>	<u>(111,711)</u>	<u>(13,826)</u>	<u>332,279</u>
Restricted funds					
Holiday Scheme	14,695	82,621	(97,316)	-	-
Adult Friendship Scheme	85	48,000	(48,085)	-	-
Adult Friendship Scheme – Gardening Project	(4,718)	-	-	4,718	-
Under 19's Scheme	(7,016)	33,230	(26,214)	-	-
Parenting Support Project	(9,108)	-	-	9,108	-
Loughton Youth Club	(2,716)	33,129	(30,413)	-	-
Cool Connections	22,864	31,324	(54,188)	-	-
Events Co-ordinator	6,142	-	(6,142)	-	-
BEAMS Drama group	35,650	-	(35,650)	-	-
Life Skills	24,409	(3,296)	(21,113)	-	-
LSF	-	38,346	(8,481)	-	29,865
	<u>80,287</u>	<u>263,354</u>	<u>(327,602)</u>	<u>13,826</u>	<u>29,865</u>
Total Funds	<u>267,583</u>	<u>533,874</u>	<u>(439,313)</u>	<u>-</u>	<u>362,144</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2018 £
Tangible assets	12,160	-	12,160
Current assets	291,953	30,619	322,572
Current liabilities	(15,539)	-	(15,539)
	<u>288,574</u>	<u>30,619</u>	<u>319,193</u>

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

Prior Year

	Unrestricted Funds £	Restricted Funds £	Total 2017 £
Tangible assets	-	4,690	4,690
Current assets	335,093	34,605	369,698
Current liabilities	(2,814)	(9,430)	(12,244)
	<u>332,279</u>	<u>29,865</u>	<u>362,144</u>

18. OTHER FINANCIAL COMMITMENTS

At 31 March 2018, the charity had annual commitments under not cancellable operating leases as follows:

	2018		2017	
	Land and Buildings £	Others £	Land buildings £	Other £
Leases expiring:				
Within one year	27,500	-	17,160	-
Within two and five years	110,000	-	-	-

19. CONTROLLING PARTY

The charity is controlled by its Trustees.

20. RELATED PARTY TRANSACTIONS

There are no related party relationships and transactions to be disclosed in the financial statements

21. COMPANY LIMITED BY GUARANTEE

Every member (who are the Trustees of the charity) promises, if the Charity is dissolved while they are members, or within twelve months after they cease to be a member, to contribute such sum (not exceeding £1) as may be demanded of them, towards the payment of the debts and liabilities of the Charity incurred before they cease to be a member, and of the costs, charges and expenses of winding up.

ACCURO (CARE SERVICES)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018

22. PRIOR YEAR STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted Income Funds £	Total Funds 2017 £	Total Funds 2016 £
Income from:				
Donations	216,438	254,812	471,250	401,600
Charitable activities	-	8,542	8,542	8,255
Other trading activities	52,518	-	52,518	31,637
Investments	1,564	-	1,564	415
Total income	<u>270,520</u>	<u>263,354</u>	<u>533,874</u>	<u>441,907</u>
Expenditure:				
Charitable activities	111,711	327,602	439,313	424,447
Total expenditure	<u>111,711</u>	<u>327,602</u>	<u>439,313</u>	<u>424,447</u>
Net income	158,809	(64,248)	94,561	17,460
Transfers between funds	<u>(13,826)</u>	<u>13,826</u>	<u>-</u>	<u>-</u>
Net movement in funds	144,983	(50,422)	94,561	17,460
Total funds brought forward	<u>187,296</u>	<u>80,287</u>	<u>267,583</u>	<u>250,123</u>
Total funds carried forward	<u>332,279</u>	<u>29,865</u>	<u>362,144</u>	<u>267,583</u>