

ACCURO (CARE SERVICES)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015

COMPANY REGISTRSTRATION NUMBER 04507249 (ENGLAND AND WALES)

CHARITY REGISTRATION NUMBER 1094736

ACCURO (CARE SERVICES)
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FOR THE YEAR ENDED 31 MARCH 2015

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ACCURO (CARE SERVICES)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2015

The trustees, who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
4507249 (England and Wales)

Registered Charity number
1094736

Registered office
Units 5 & 6, Phoenix House
Hastingwood Road
Hastingwood
Harlow
Essex, CM17 9JT

Trustees (at 31st March 2015)
Mrs K E Shefford
M J Oliver
Miss S E Sumner
D Lister
Mrs J. Das
G Philips
T Farr
Mrs. J. Francis

Company Secretary
A Steward

Independent Examiners

Denmark Forrester Ltd
Chartered Accountants
First Floor
1a High Street
Southminster
Essex
CM0 7AA

Bankers

Unity Trust Bank plc
Nine Brindleyplace
Birmingham
B1 2HB

Nat West Bank plc
Business & Commercial Banking, Mid Essex
PO Box 6118
Eastwood House
Glebe Road
Chelmsford
CM1 1QW

ACCURO (CARE SERVICES)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2015

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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

Recruitment and appointment of new trustees

A Board of Trustees comprising not less than five and no more than eighteen persons, who are elected at the organisation's Annual General Meeting, govern ACCURO. At each AGM, all members of the Board of trustees must retire, but all are eligible for re-election.

In addition, up to a maximum of five additional trustees may be co-opted at any time, by the Board of trustees and this may include one representative from Essex County Council.

The Board currently operates a sub-committee with particular responsibility for overseeing financial matters.

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. To this end, trustees have conducted their own review of the major risks to which the charity is exposed. This has identified the continuing external risk posed by future funding uncertainties & the perceived over reliance on funding from one particular source (i.e. Essex County Council). In response trustees have embarked on a review & updating of the organisations Business Plan which will include plans to encourage an increased diversification of funding sources.

Trustees have continued to ensure compliance with the agreed specific internal procedures relating to all financial transactions and review these procedures at least annually.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of ACCURO, as stated in the Memorandum & Articles of Association by which ACCURO is governed, are:

"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 improve the quality of life of people with disabilities and their families in Essex and surrounding areas by achieving full access to a diverse range of services"

Mission Statement

- To provide local, flexible, responsive & diverse services for with people with disabilities and their families;
- To create a person-centred environment where people are empowered to increase control over their own lives through exercising choice.

ACCURO (CARE SERVICES)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2015

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During 2014/15 we operated the services listed below:

A Shared Care service that provides respite care for children with a disability, provided by a combination of volunteer & fee paid Shared Carers. This service closed in February 2015 when the contract with Essex County Council was not renewed

A social & leisure activities scheme for adults with a disability.

Saturday Play Clubs for children with a disability.

A Holiday Support Project that provides leisure & social opportunities for children/young people with a disability during all school holidays thereby also providing their families with some respite care.

An Under 19 Leisure and Social Opportunities Project.

A Parenting Support Project

A youth group for children/young people with autistic spectrum disorder who reside in the Harlow area. This service is being delivered in partnership with PACT (Harlow)

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

A Community Gardening Project that provides opportunities for adults with a disability to learn/develop a range of skills & to make a positive/active contribution to their local community in Saffron Walden & the surrounding areas.

A performing arts group for 11 to 19 year olds with a disability, delivered in partnership with Razed Roof

FINANCIAL REVIEW

Reserves policy

The policy of the organisation continues to be to maintain a minimum of three months running costs as reserves. This reflects the concern of the trustees that they should maintain sufficient reserves to meet any unforeseen circumstances and in particular, to meet the organisation's obligations, in the event that the charity / limited company has to be wound up.

Reserves may be either restricted or unrestricted and these are identified and described in the accounts which are attached to the trustees' report.

Investment policy and objectives

Under the Memorandum & Articles of Association the charity has the power to make investments at the discretion of the trustees. The current policy of the charity is to invest surplus funds in bonds with the Nat West Bank to achieve maximum return. Alternative opportunities are kept under constant review.

Financial management

Responsibility for managing the finances of the organisation lies in the hand of the Board of Trustees. The trustees delegate some control for day to day management of income / expenditure to the Chief Executive Officer but retain their overall control.

ACCURO (CARE SERVICES)
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2015

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also 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 applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the 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 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.

ON BEHALF OF THE BOARD:



Mrs K E Shefford – Trustee

Date: 15/9/2015

**INDEPENDENT EXAMINERS' REPORT
TO THE TRUSTEES OF ACCURO (CARE SERVICES)
FOR THE YEAR ENDED 31 MARCH 2015**

I report on the accounts of the company for the year ended 31 March 2015 which comprise the statement of financial activities, balance sheet and related notes.

Respective responsibilities of trustees and examiner

The trustees (who 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for

- 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)9b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 of 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.

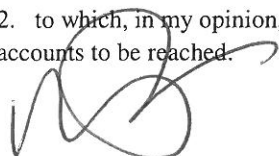
Independent examiner's statement

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

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.



Robert Easby ACA
Denmark Forrester Limited
Registered Auditors
First Floor
1a High Street
Southminster
Essex
CM0 7AA

Date: 15/9/2015

ACCURO (CARE SERVICES)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2015

	Unrest'd funds £	Rest'd income funds £	Total funds 2015 £	Total funds 2014 £
Incoming resources				
Income resources from generated funds:				
Voluntary income	11,889	511,543	523,432	505,714
Activities to generate funds	-	19,483	19,483	24,315
Investment income	425	-	425	1,945
	12,314	531,026	543,340	531,974
From charitable activities		5,529	5,529	8,399
Total incoming resources	12,314	536,555	548,869	540,373
Resources expended				
Charitable activities	21,864	543,190	565,054	547,569
Governance costs	-	14,610	14,610	12,746
Total resources expenses	21,864	557,800	579,664	560,315
Net movement in funds	(9,550)	(21,245)	(30,795)	(19,942)
Gross transfers between funds	45,315	(45,315)	-	-
Total funds brought forward	53,690	227,228	280,918	300,860
Total funds carried forward	89,455	160,668	250,123	280,918

Details of incoming resources and resources used are given in the notes to the financial statements.

ACCURO (CARE SERVICES)
BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2015

	Note	2015 £	£	2014 £	£
Tangible fixed assets					
Tangible assets	10		1,883		2,994
Current assets					
Debtors	11	34,838		58,353	
Bank accounts		227,369		236,650	
		<u>262,207</u>		<u>295,003</u>	
Creditors					
Amounts fallig due within one year	12	13,967		17,079	
			248,240		277,924
Total assets less current liabilities			<u>250,123</u>		<u>280,918</u>
Net assets			<u>250,123</u>		<u>280,918</u>
Capital and reserves					
Restricted funds			160,668		227,228
Unrestricted funds			89,455		53,690
Total funds			<u>250,123</u>		<u>280,918</u>

Approved by the Trustees on

K-E Shefford 15/9/2015

Mrs K E Shefford - Trustee

The annexed notes form part of these financial statements.

ACCURO (CARE SERVICES)
MOVEMENT IN FUNDS
FOR THE YEAR ENDED 31 MARCH 2015

	At 1.4.14 £	Net movement in funds £	Transfers between funds £	At 31.3.15 £
Unrestricted funds				
General Fund	14,038	(9,550)	45,315	49,803
Investment Fund	9,254			9,254
Fundraising	11,574			11,574
Donations	18,824			18,824
	<u>53,690</u>	<u>(9,550)</u>	<u>45,315</u>	<u>89,455</u>
Restricted funds				
Shared Care Scheme	108,726	(28,843)	(79,883)	-
Holiday Scheme	(943)	(16,398)	17,341	-
Adult Friendship Scheme	3,062	(5,595)	2,533	-
Adult Friendship Scheme - Gardening project	(27)	6,357		6,330
Under 19's Scheme	25,654	(5,998)		19,656
Saturday Club Scheme	51,415	(3,096)		48,319
Parenting Support Project	4,650	(5,548)		(898)
Parenting Support Project - Epping Forest	87	1,145		1,232
Parenting Support Project - Uttlesford	2,211	(7,110)		(4,899)
Loughton Youth Group	13,505	(9,664)		3,841
Autistic Spectrum Disorder Group	22,624	5,817		28,441
Sitting Service	(314)	(10,958)	11,272	-
Events Co-ordinator	(3,422)	-	3,422	-
BEAMS Drama Group	-	58,646		58,646
	<u>227,228</u>	<u>(21,245)</u>	<u>(45,315)</u>	<u>160,668</u>
Total Funds	<u>280,918</u>	<u>(30,795)</u>	<u>-</u>	<u>250,123</u>

ACCURO (CARE SERVICES)
MOVEMENT IN FUNDS
FOR THE YEAR ENDED 31 MARCH 2015

Net movement in funds, included in the above table, are as follows:

	Incoming resources £	Resources expended £	Net movement in funds £
Unrestricted funds			
General Fund	12,314	(21,864)	(9,550)
Restricted funds			
Shared Care Scheme	49,497	(78,340)	(28,843)
Holiday Scheme	72,659	(89,057)	(16,398)
Adult Friendship Scheme	51,421	(57,016)	(5,595)
Adult Friendship Scheme - Gardening project	48,661	(42,304)	6,357
Under 19's Scheme	39,218	(45,216)	(5,998)
Saturday Club Scheme	62,592	(65,688)	(3,096)
Parenting Support Project	18,302	(23,850)	(5,548)
Parenting Support Project - Epping Forest	25,730	(24,585)	1,145
Parenting Support Project - Uttlesford	11,713	(18,823)	(7,110)
Loughton Youth Group	35,512	(45,176)	(9,664)
Autistic Spectrum Disorder Group	49,516	(43,699)	5,817
Sitting Service	9,163	(20,121)	(10,958)
Events Co-ordinator	-	-	-
BEAMS Drama Group	62,571	(3,925)	58,646
	<u>536,555</u>	<u>(557,800)</u>	<u>(21,245)</u>
Total	<u><u>548,869</u></u>	<u><u>(579,664)</u></u>	<u><u>(30,795)</u></u>

**ACCURO (CARE SERVICES)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015**

1 ACCOUNTING POLICIES

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (Effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities.

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.

Resources expended

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 to activities on a basis consistent with use of the 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.

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.

ACCURO (CARE SERVICES)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015

2 VOLUNTARY INCOME

Voluntary income received during the year was as follows:

	2015 £	2014 £
Essex County Council - Shared Care Scheme	49,497	90,000
Essex County Council - Holiday Scheme	72,284	77,805
Essex County Council - Adult Friendship Scheme	48,000	52,000
Essex County Council - Adult Friendship Scheme Gardening	10,000	-
Essex County Council - U19's Scheme	-	25,000
Essex County Council - Saturday Club	35,117	41,925
Essex County Council - Loughton Youth Group	35,512	43,567
Essex County Council - Autistic Spectrum Disorder Group	46,001	42,247
Essex County Council - Sitting Service	8,785	11,590
Essex Community Foundation	-	8,070
Harlow Council - General Fund	-	241
Harlow Council - Parenting Support	2,000	2,000
Harlow Health Centre - Parenting Support	-	6,864
WECCG - Parenting Support Epping Forest	19,230	-
Dixie Rose Finley Trust	2,000	-
PACT for Autism	-	430
Family Innovation Fund (ECC)	27,250	32,739
Cutler Trust	-	500
West Essex Primary Care Trust	-	7,714
Lottery Funding	3,335	1,225
Uttlesford District Council	2,000	18,250
Donald Forrester Trust	5,000	-
Memory Crystal Charitable Trust	100	-
Santander	5,000	-
Essex Community Foundation (Maypole House Charitable Fund)	2,400	-
Lloyds TSB Foundation	19,500	16,000
Centre Parcs	-	50
Capital works	3,044	-
Bailey Thomas Charitable Trust	10,000	-
EFDC - Grant Aid Scheme	-	331
Mulberry Trust	4,500	5,000
Games Aid	62,571	-
Total grant income	473,126	483,548
Donations and gift aid	50,306	22,166
Total voluntary income	523,432	505,714

3 ACTIVITIES FOR GENERATING FUNDS

	2015 £	2014 £
Fundraising events	19,483	24,315

ACCURO (CARE SERVICES)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015

4 INVESTMENT INCOME

	2015	2014
	£	£
Deposit account interest	425	1,945

5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2015	2014
	£	£
Fees	5,529	8,399

6 COST OF CHARITABLE ACTIVITIES

	2015	2014
	£	£
Disability services	565,054	547,569

7 GOVERNANCE COSTS

Governance costs includes accountancy and bookkeeping costs of £8,160 (2014: £2,820), management and administration costs of £5,730 (2014: £3,889) and auditors remuneration of £nil (2014: £1,800).

8 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration, expenses or other benefits paid for the year ended 31 March 2014 or for the year ended 31 March 2013.

9 STAFF COSTS

	2015	2014
	£	£
Wages and salaries	364,357	356,150
Social security costs	20,721	19,979
Other pension costs	10,105	5,222
	<u>395,183</u>	<u>381,351</u>

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2015	2014
Number of staff	<u>28</u>	<u>28</u>

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

ACCURO (CARE SERVICES)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015

10 TANGIBLE FIXED ASSETS

	Plant and machinery £
Cost	
At 1 April 2014	32,770
Additions	1,968
At 31 March 2015	<u>34,738</u>
Depreciation	
At 1 April 2014	29,776
Charge for the year	3,079
At 31 March 2015	<u>32,855</u>
Net book value	
At 31 March 2015	<u>1,883</u>
At 31 March 2014	<u>2,994</u>

11 DEBTORS AND PREPAYMENTS

	2015 £	2014 £
Trade debtors	27,462	45,795
Other debtors	7,376	12,558
	<u>34,838</u>	<u>58,353</u>

12 CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Sundry creditors	8,330	10,619
Other taxes and social security	5,637	6,460
	<u>13,967</u>	<u>17,079</u>

13 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 £10,105 (2014: £5,222).

14 INFORMATION ON RESTRICTED FUNDS

Shared care scheme

Funding was received in the year from Essex County Council. The scheme provides respite care for children with a disability provided by volunteer and fee paid Shared Carers, in the carers own home or by taking the child out. The project closed in February 2015 when Essex County Council decided not to renew the contract relating to its delivery.

Holiday scheme

Funding was received in the year from Essex County Council. The scheme provides additional support to children / young people with a disability during the school holidays.

Adult friendship scheme

Funding was received in the year from Essex County Council. Some restricted funds were generated via fund raising activities. The scheme provides support to adults with a disability.

Community gardening scheme

Funding was received in the year from Essex County Council, the Lloyds Foundation and the Bailey Thomas Trust. Various donations were received in the year restricted to this scheme and some restricted funds were generated via fund raising activities.

Under 19's scheme

Funding was received in the year from various donations which are restricted to this scheme. The scheme provides leisure and social opportunities for young people with a disability aged 11 to 19.

Saturday club scheme

Funding was received in the year from Essex County Council and Lloyds Foundation. Various small donations were received in the year restricted to this scheme and some restricted funds were generated via fund raising activities. The scheme provides a Saturday play club for children with a disability.

Parental support project

Funding was received in the year from Essex County Council, the West Essex Care Commissioning Group, Harlow Council and The Mulberry Trust. This project has been designed to provide a wide range of services (e.g. parenting programmes, signposting, etc.) to parents of children with a disability.

Loughton Youth Group

Funding was received in the year from Essex County Council. 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)

Funding was received in the year from Essex County Council and the Big Lottery Fund. 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).

Sitting service

Funding was received in the year from Essex County Council. This project provided domiciliary care in their own home for children/ young people with a disability. It closed, due to lack of funding, in November 2014.

BEAMS

Funding was received in the year from Games Aid. This project provides a performing arts group for children/ young people with a disability in the Epping Forest and Harlow areas. It is delivered in partnership with Razed Roof.

ACCURO (CARE SERVICES)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2015

15 OTHER FINANCIAL COMMITMENTS

At 31 March 2013 the charity had annual commitments under non-cancellable operating leases as follows:

	2015		2014	
	Land and buildings £	Others £	Land and buildings £	Other £
Leases expiring:				
Within one year	12,700	137	12,700	1,198
Between two and five years	-	-	-	137

16 CONTROLLING PARTY

The charity is controlled by its trustees

17 COMPANY LIMITED BY GUARENTEE

Every member 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.