

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED
(a company limited by guarantee)

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2015

SC209296

Scottish Charity No. 29160

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2015

CONTENTS	PAGE
Company Information	2
Directors(Trustees') Report	3-4
Auditors' Report	5-6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Accounts	9-14

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

COMPANY INFORMATION

PRINCIPAL ACTIVITY

To promote any charitable purpose for the benefit of Carers residing in Lanarkshire and in particular persons who by reasons of social isolation are in need of practical or emotional support on a regular basis, including the relief of poverty, distress and sickness and the education of the public in matters relating to social welfare.

DIRECTORS

R Anderson (resigned 28.02.15)
B R Fitzgerald
F Hughes
E R Seaton
M Smith (resigned 16.10.2014)
K J McGoldrick (appointed 28.04.14)
J Hodge (appointed 28.04.14)
E M Mccan (appointed 14.05.14)
M M Hendry (resigned 16.01.15)
S Sheikh
A MacNeill
Raymond Gardiner

SECRETARY

S Sheikh

HEAD OFFICE

1A Princes Gate
60 Castle Street
Hamilton
Lanarkshire
ML3 6BU

REGISTERED NUMBER

SC209296

BANKERS

Bank of Scotland
9 Brandon Street
Hamilton
ML3 6BZ

AUDITORS

Ken Tait & Co
18 Avon Street
Hamilton
ML3 7HU

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2015

The Directors who are also the Trustees present their Report and Financial Statements for the year ended 31 March 2015.

Objectives

The objective of the company is to promote any charitable purpose for the benefit of Carers residing in Lanarkshire and in particular persons who by reasons of social isolation are in need of practical or emotional support on a regular basis, including the relief of poverty, distress and sickness and the education of the public in matters relating to social welfare.

Policy Statement

In preparing those financial statements, the Trustees are required to select suitable accounting policies and apply them consistently; make adjustments and estimates that are reasonable and prudent; prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

Reserve Policy

Reserves may be held where the Trustees feel there is a need to do so to ensure the charity's financial well-being and continuation. The board considers the present level of reserves to be adequate and represent costs that may have to be incurred.

Risk Assessment

The Trustees regularly review the major risks associated with the activities of the charity on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of internal controls over key systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Review of Financial Position

The inflow of resources for the year was £159,980 and has been transferred to the reserves. A full detailed report of the activities of the Trust and how it has achieved its objectives are available from the office.

The Board of Trustees is satisfied with the performance of the Trust during the year and considers that the Trust is in a strong position to continue its activities during the coming year and that the Trust's assets are adequate to fulfil its obligations.

Statement of Directors' Responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing those financial statements, the directors are required to:-

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

FOR THE YEAR ENDED 31 MARCH 2015

DIRECTORS' REPORT (CONTINUED)

- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

Statement as to disclosure of information to auditors

The Trustees state that so far as each of the Trustees at the time this report was approved is aware: -

- a) There is no relevant audit information of which the auditors are unaware, and
- b) The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and establish that the auditors are aware of that information.

Auditors

A resolution proposing Ken Tait & Co be re-appointed as auditors of the charity will be put to the Annual General meeting.

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and reporting by Charities. and in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006

Approval

This report was approved by the Board of Trustees on 05/10/2015
and signed on its behalf.

By order of the Board

S. Sheikh
S Sheikh
Director

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF THE PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LTD

We have audited the Financial Statements of The Princess Royal Trust Lanarkshire Carers Centre Limited for the year ended 31 March 2015 on pages 7 to 14 comprising the Statement of Financial Activities, the Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Accounting Generally accepted Accounting Practice)

The report is made solely to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's trustees, as a body in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the members and the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, its members as a body and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditors

The trustees- (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the charity's financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with those Acts.

Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the Audit of Financial Statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

**TO THE MEMBERS OF THE PRINCESS ROYAL TRUST LANARKSHIRE
CARERS CENTRE LTD**

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as 31st March 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, The Charities and Trustee Investment(Scotland)Act 2005 and regulation 8 of the Charities Accounts(Scotland) regulations 2006 (as amended)

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charity Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

The information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or

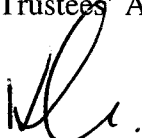
Adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or

The financial statements are not in agreement with the accounting records and returns; or

Certain disclosures of trustee's remuneration specified by law are not made; or

We have not received all the information and explanations we require for our audit; or

The Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report.



Kenneth Tait

Senior Statutory Auditor

For on and behalf of Ken Tait & Co Statutory Auditor, 18 Avon St, Hamilton

Ken Tait & Co is eligible to act as an auditor in terms of section 1212 of The Companies Act 2006

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2015

	Notes	Unrestricted Fund £'s	Restricted Fund £'s	2015 £'s	2014 £'s
Incoming Resources					
Donations, Legacies & Similar Income	3	151,783	696,871	848,654	565,818
Total Incoming Resources		151,783	696,871	848,654	565,818
Resources Expended					
Charitable Expenditure – Objects	4	100,996	517,509	618,505	537,750
Governance costs	5 & 6	44,081	26,088	70,169	44,627
Total Resources Expended		145,077	543,597	688,674	582,377
Net Incoming/ (outgoing) Resources		6,706	153,274	159,980	(16,559)
Total Funds Brought Forward		197,788	0	197,788	214,347
Reallocation of the funds		(110,864)	110,864	0	0
Total funds carried forward		93,630	264,138	357,768	197,788

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

BALANCE SHEET AS AT 31st MARCH 2015

	Notes	Unrestricted Fund £'s	Restricted Fund £'s	2015 £'s	2014 £'s
Fixed Assets					
Tangible Fixed Assets	9	25,197	6,478	31,675	8,323
Current Assets					
Debtors	8	4,812	0	4,812	698
Bank & Cash		89,375	257,660	347,035	205,674
		94,187	257,660	351,847	206,372
Creditors: amounts falling due within one year	7	(25,754)	0	(25,754)	(16,907)
Net current assets		68,433	257,660	326,093	189,465
Net Assets		93,630	264,138	357,768	197,788
Funds of the charity	10	93,630	264,138	357,768	197,788

The Financial Statements on pages 7 to 14 were approved by the Directors on 05/10/2015 on their behalf by:

.....*S. Sheikh*.....
S Sheikh
DIRECTOR

.....*B Fitzgerald*.....
B Fitzgerald
DIRECTOR

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2015

1. Accounting policies

1.1 Basis of preparation of accounts

The Accounts been prepared in accordance with the requirements of the Companies Act 2006, The Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) regulations 2006 (as amended) and Statement of Recommended Practice - Accounting by Charities.

1.2 Incoming Resources

Incoming resources are accounted for on a receivable basis.

1.3 Investment Income

Bank interest is included in the income and expenditure account on a receivable basis.

1.4 Recognition of liabilities

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England & Wales.

1.5 Resources Expended

The cost of generating funds comprises those costs directly attributable to the operation of the charity.

1.6 Fixed assets and depreciation

All tangible fixed assets if owned are stated at cost less depreciation.

1.7 Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the Trust and is, therefore, included in the relevant costs in the Statement of Financial Activities.

1.8 Funds structure policy

The Trust maintains a general unrestricted fund, which represents funds that are expendable at the discretion of the Trustees in furtherance of the objects of the Charity. Such funds may be held in order to finance both working capital and capital investment.

1.9 Expenditure on management and administration

Administration expenditure includes all expenditure not directly related to the charitable activity or fundraising ventures. This included costs of renting and running office premises, staff salaries for administrative staff and audit fees.

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

FOR THE YEAR ENDED 31 MARCH 2015

3. Donations, Legacies & Similar Income

Included in Income during the year, were grants received as follows:-

Funder	Project Title	Unrestricted £	Restricted £	2015 £	2014 £
NHS Lanarkshire	Core Funding	60,151	0	60,151	60,151
	Realignment Funding	0	109,286	109,286	0
	Centre Reallocation Funding	0	18,689	18,689	0
	BME CSW Funding	0	28,212	28,212	27,810
	BBV Worker	0	17,832	17,832	17,597
	BBV	0	5,000	5,000	5,000
	Chinese Engagement Worker	0	35,635	35,635	0
	Steps of Caring	0	26,817	26,817	25,729
	Other Funding	0	5,101	5,101	21,252
		<u>60,151</u>	<u>246,572</u>	<u>306,723</u>	<u>157,539</u>
South Lanarkshire Council	Core Funding	42,396	0	42,396	31,797
	Carer Training	0	15,000	15,000	15,450
	Carers Strategy Funding	0	2,049	2,049	2,181
	Carers Support Development	0	61,627	61,627	46,481
	Training Officer	0	12,844	12,844	9,633
		<u>42,396</u>	<u>91,520</u>	<u>133,916</u>	<u>105,542</u>
North Lanarkshire Council	Core Funding	43,760	0	43,760	43,328
	Carers Training	0	15,483	15,483	15,780
	Carers Support	0	177,732	177,732	175,972
	Training Officer	0	13,259	13,259	13,128
		<u>43,760</u>	<u>206,474</u>	<u>250,234</u>	<u>248,208</u>
Creative Breaks	0	54,625	54,625	21,000	
Rotary Club Respite	0	1,000	1,000	1,500	
Carers Grants	0	17,658	17,658	13,290	
VANL Funding	0	62,720	62,720	0	
Young Adult Carers	0	5,000	5,000	0	
Carers Trust-Future Steps	0	11,302	11,302	0	
Carer Celebration Income	0	0	0	972	
Donations	3,134	0	3,134	6,146	
Other income	2,342	0	2,342	11,621	
		<u>5,476</u>	<u>152,305</u>	<u>157,781</u>	<u>54,529</u>
Total		<u>151,783</u>	<u>696,871</u>	<u>848,654</u>	<u>565,818</u>

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2015

4. Charitable Expenditure

Project Title	Unrestricted	Restricted	2015	2014
	£	£	£	£
North Lanarkshire Training-Trainer	0	3,429	3,429	13,399
North Lanarkshire Training-Premises	0	67	67	1,832
North Lanarkshire Training-Hospitality	0	1,316	1,316	2,973
North Lanarkshire Training-Respite	0	0	0	764
North Lanarkshire Training-Travel	0	894	894	1,382
North Lanarkshire Training-Post/ Stationery	0	1,080	1,080	1,248
North Lanarkshire Council- PQASSO	0	227	227	0
South Lanarkshire Training-Trainer	0	581	581	6,770
South Lanarkshire Training-Premises	0	901	901	286
South Lanarkshire Training-Hospitality	0	1,433	1,433	527
South Lanarkshire Training-Respite	0	0	0	60
South Lanarkshire Training-Travel	0	373	373	1,058
South Lanarkshire Training-Post/ Stationery	0	1,080	1,080	1,306
North Lanarkshire Carers Support – Office	0	16,339	16,339	10,535
North Lanarkshire Carers Support - Travel	0	3,808	3,808	5,075
North Lanarkshire Carers Support – Carers	0	3,696	3,696	5,424
SLCSD – Carers Support	0	566	566	948
SLCSD – Strategy Information	0	2,003	2,003	1,647
SLCSD – Office Expenses	0	998	998	954
SLCSD- Travel & Hospitality	0	1,310	1,310	1,727
Carers Trust-NCO Future Steps Expenditure	0	355	355	0
Carers Trust-Young Adult Carers Expenditure	0	1,271	1,271	0
Staff Expenditure	100,996	400,882	501,878	420,598
Cambuslang Rotary Club Respite Grants Paid	0	1,500	1,500	1,498
HS – Information	0	0	0	50
NHS Lanarkshire- Steps of Caring	0	5,159	5,159	4,069
NHS Lanarkshire- BBV Expenditure	0	7,057	7,057	9,390
NHS Lanarkshire-BBV Crisis Fund Payment	0	0	0	360
NHS Lanarkshire-BBV Worker Expenses	0	882	882	668
NHS Lanarkshire-BME CSW Expenses	0	775	775	3,051
NHS Lanarkshire- Miscellaneous	0	2,022	2,022	184
NHS Lanarkshire-Moving & Handling	0	4,515	4,515	0
NHS Lanarkshire-PCSW	0	819	819	1,478
NHS Lanarkshire-Prepared to Care	0	0	0	4,060
NHS Lanarkshire- Website Design	0	47	47	1,155
NHS Lanarkshire-Chinese Engagement Worker	0	487	487	0
NHS Lanarkshire-Realignment Expenditure	0	3,486	3,486	0
Creative Breaks	0	24,710	24,710	18,772
Pampering on the move	0	1,275	1,275	0
Carers Grants Paid Out	0	17,658	17,658	13,530
Carers Celebration Expenditure	0	50	50	0
VANL/Short Brakes CIS	0	4,458	4,458	0
Time to live Expenditure	0	0	0	972
	100,996	517,509	618,505	537,750

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2015

5. Governance costs

	Unrestricted	Restricted	2015	2014
	£	£	£	£
Rent, rates & insurance	14,271	5,490	19,761	16,087
Heat & Light	3,604	0	3,604	2,625
Travel	651	0	651	561
Telephone & Internet	1,509	1,510	3,019	7,133
Post & Stationery	4,917	4,918	9,835	1,926
Books	33	0	33	0
Computer costs & software	2,444	0	2,444	401
Repairs & Maintenance	1,979	2,759	4,738	1,886
Cost of moving premises	0	3,510	3,510	0
Cleaning	1,138	0	1,138	566
Advertising	0	0	0	220
Subscriptions	1,135	0	1,135	1,075
Training Costs	150	0	150	2,385
Entertainment	1,580	0	1,580	56
50/50 Club Expenditure	643	0	643	544
Fundraising Expenditure	0	0	0	483
Clothing costs	0	0	0	40
General Carers Support	122	0	122	601
Other office Expenses	1,358	0	1,358	1,205
Bank charges	117	0	117	134
Credit Card charges	32	0	32	0
Professional fees	0	5,741	5,741	3,925
Fixtures & Fittings Depreciation	5,337	684	6,021	0
Office Equipment Depreciation	3,061	1,476	4,537	2,774
Total	44,081	26,088	70,169	44,627

6. Directors' Remuneration

	2015	2014
	£	£
Treasurer's Remuneration	<u>9,987</u>	<u>7,040</u>

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

FOR THE YEAR ENDED 31 MARCH 2015

7. Creditors: amounts falling within one year	2015	2014
	£	£
Accruals	3,668	5,064
Trade creditors	9,563	2,644
PAYE	10,891	8,611
Credit Card	54	0
PRT Carers Celebration Reserve	1,578	588
Total	25,754	16,907

8. Debtors	2015	2014
	£	£
Deposit paid in advance	2,000	0
Prepayments	2,812	698
Total	4,812	698

9. Tangible fixed assets

Cost	Office Equipment £'s	Furniture & Fixtures £'s	Total £'s
As at 01.04.14	24,448	0	24,448
Additions	9,822	24,085	33,907
Disposals	0	0	0
Total	34,270	24,085	58,355

Depreciation

As at 01.04.14	16,122	0	16,122
Charge in year	4,537	6,021	10,558
Disposals	0	0	0
Total	20,659	6,021	26,680
As at 31.03.15	13,611	18,064	31,675
As at 31.03.14	8,326	0	8,326

PRINCESS ROYAL TRUST LANARKSHIRE CARERS CENTRE LIMITED

NOTES ON FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2015

10. Statement of Funds

	At 1st April 2014 £'s	Income £'s	Expenditure £'s	Reallocation £'s	At 31st March 2015 £'s
Unrestricted Funds	197,788	151,783	(145,077)	(110,864)	93,630
Restricted Funds	0	696,871	(543,597)	110,864	264,138
Total Funds	197,788	848,654	(688,674)	0	357,768

11. Provisions Available for Small Entities

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

12. Restricted Reserves

The trustees have decided to transfer £110,864 from unrestricted reserves to restricted reserves to reflect the opening balance of restricted reserves from last year.