

COMPANIES
HOUSE
3177916

BEACON HOUSE MINISTRIES

(A Company Limited by Guarantee)

**ANNUAL REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

**Company Registered Number 3177916
Registered Charity Number 1055109**

TUESDAY



A33

AGDS2GZC

26/01/2010

292

COMPANIES HOUSE

REFERENCE AND ADMINISTRATIVE INFORMATION
AS AT 31 MARCH 2009

Registered Numbers:	Charity 1055109 Company 3177916	
Directors:	Dr. E Hall Revd. D Harper Dr B Ikuesan M S Mackay H Spyvee	
Company Secretary:	H Spyvee	
Registered Office:	16 Wakefield Close Colchester CO1 2SD	
Activity Address:	Beacon House 90 East Hill Colchester CO1 2QN	
Bankers:	Barclays Bank plc 9 High Street Colchester CO1 1DD	CAF Bank Limited Kings Hill West Malling ME19 4TA
Independent Examiner:	John Woodman Chartered Accountant 3 Cadman House off Peartree Road Colchester CO3 0NW	

CONTENTS

	Page
Directors' report	2-3
Accountant's report	4
Statement of financial activities	5
Balance Sheet	6
Notes to the financial statements	7-11

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2009

The Directors present their annual report for the year to 31 March 2009, incorporating the Reference and Administrative Information on Page 1.

Structure, Governance and Management

The Company was formerly known as 'Open Door Ministries'. The name was changed on 11 March 2003 to avoid confusion with Open Door Ministries at Eld Lane which is now a charitable trust.

As set out in our Articles of Association the Company is managed by its Directors who determine its functions and policy and act as charity trustees. Control of day to day operations was undertaken by Malcolm Rodwell, our Centre Director until 31 March 2009. Thereafter Alan Turner assumed this function as Centre Manager. We are grateful to them and the team of staff and volunteers for the high level of care our customers receive.

The Trustees who were Directors during the year to 31 March 2009 were:-

Revd David Harper	Chairman	Church relations
Henry Spyvee	Secretary	Legal and Building Maintenance
Dr Elizabeth Hall		Medical matters
Dr Benson Ikuesan		Mental Health matters
Mr M S Mackay		Finance

There have been no changes in Directors or responsibilities during the year.

Objectives and Activities

The objects for which the Company is established are, as set out in the Memorandum of Association:-

"The relief of poverty and sickness amongst people who are homeless or have no permanent accommodation by the provision, according to Christian principles and faith, of healthcare, counselling and other support services".

This is what the Company has sought to do throughout its existence.

The work at Beacon House commenced in August 1996 and this report thus covers its twelfth full year of operation. A team of paid and volunteer staff carry out the functions of the Charity. All staff are professing Christians in accordance with Company policy. At the year end 15 part-time staff were paid, last year 14. The Trustees are grateful to all staff, paid and unpaid, for their high level of commitment and their professional and caring approach to their work.

The services Beacon House offers are nurse clinics, advice and referrals, showers, provision of clothing and laundry, and also two daybeds for the temporarily unwell. In addition we continue our outreach work including soup runs. All services are well used but provision of clothing and laundry services remain the most popular. Relations with local GP's and other providers continue to be good. The work of Life Skills remains at a high level and is an important contribution to the empowering of some of the more vulnerable members of society. Agencies that refer clients for Life Skills training pay for the costs involved and this is a vital form of funding. Counselling work continues to be under pressure with a waiting list.

Achievements and Performance

The number of clients seen in the year was:-

	Nurse Visits	Other Client Visits	Lifeskills	Counselling
2008/09	1,254	5,954	1,208	644
2007/08	1,272	5,205	1,648	864
Increase/Decrease %	-2%	+14%	-27%	-25%

DIRECTORS' REPORT - continued
FOR THE YEAR ENDED 31 MARCH 2009

Achievements and Performance - continued

These figures show a continuing overall growth in the use of our services which we have seen throughout the years that Beacon House has been open. Our aim and that of our colleagues in sister agencies is to assist our customers get back on their feet. We believe that we and they are having some success. The trend of the society we live in is to create more dysfunctional living and so more homelessness and more dependency on services such as we offer. Our statistics above if anything underestimate the use made of our facilities as an average visit by a customer results in the use of 1.7 of our services.

We salute our staff who cope with more customers in the same time and yet maintain the individual attention they get almost nowhere else.

Financial Review

As with every year it is a step of faith to open our doors, trusting that income from statutory bodies and from gifts, mostly churches and individuals will match our costs on buildings, equipment and staff. This year we have achieved a small surplus (£5,666 compared to £8,648 last year).

Our policy on reserves is to retain reserves amounting to six months, operating costs. At 31 March 2009 such reserves amounted to 8.6 months (2008: 8.1 months). As we give thanks for this we are aware of the challenge to maintain that position.

The Trustees are grateful to God for the support and goodwill we have in the Christian community and beyond.

The accounts on pages 5 to 11 set out the transactions for the year and the financial position at 31 March 2008. Our thanks go to our Finance Director Beau Mackay, and our Accountant, John Woodman for managing our finances and producing these accounts.

Future Developments

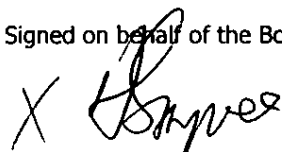
Demand on our services is such that we would like to open longer on busy days, principally Mondays. We cannot do this without an increase in income. This could be from Statutory Bodies, Charities, Churches and individuals. We are conscious of the need to do more to develop income if our services are to expand in any way. This is the primary task ahead of us at this time and we are encouraged by the results achieved by our part-time Fund Raising Co-ordinator Sonia Shaljean since she took on this role.

Audit Exemption

The Company has decided not to appoint auditors. Under the new provisions of the Act the Directors have appointed an Independent Examiner whose report is shown on Page 4.

The Directors have taken advantage, in preparation of their report, of the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Signed on behalf of the Board of Directors on



Henry Spyvee
Director/Company Secretary

September 2009

BEACON HOUSE MINISTRIES
(A Company Limited by Guarantee)

4

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BEACON HOUSE MINISTRIES

I report on the accounts of the company for the year ended 31 March 2009 which are set out on pages 5 to 11.

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 43(2) of the Charities Act 1993 (the 1993 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 43 of the 1993 Act;
- * follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended); and
- * state whether particular matters have come to my attention.

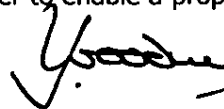
Basis of Independent examiner's statement

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.

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 221 of the Companies Act 1985; and
 - * to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 226A of the Companies Act 1985 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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.



JOHN WOODMAN BSc FCA
Chartered Accountant

3 Cadman House
off Peartree Road
Colchester
CO3 0NW

28 September 2009

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income & Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2009

	Note	Unrestricted Funds £	Restricted Funds £	2009 Total £	2008 Total £
Incoming Resources					
Incoming resources from generated funds:					
donations and gifts	2	36,004	0	36,004	33,148
fundraising activities		812	0	812	1,725
investment income		2,262	0	2,262	3,068
Incoming resources from charitable activity:					
health care	3	64,027	0	64,027	57,440
counselling	3	7,980	9,912	17,892	19,211
lifeskills	3	25,959	10,000	35,959	35,793
Other incoming resources		0	0	0	0
Total Incoming Resources		<u>137,044</u>	<u>19,912</u>	<u>156,956</u>	<u>150,385</u>
Resources Expended					
Charitable activities:					
health care	4	64,353	3,085	67,438	59,001
counselling	4	19,311	11,963	31,274	31,075
lifeskills	4	<u>31,252</u>	<u>11,542</u>	<u>42,794</u>	<u>41,075</u>
		114,916	26,590	141,506	131,151
Costs of generating funds		7,227	0	7,227	7,731
Governance costs		<u>2,557</u>	<u>0</u>	<u>2,557</u>	<u>2,855</u>
Total resources expended		<u>124,700</u>	<u>26,590</u>	<u>151,290</u>	<u>141,737</u>
Net movement in funds	5	12,344	-6,678	5,666	8,648
Reconciliation of funds					
Total funds brought forward 1 April 2008		<u>130,630</u>	<u>304,020</u>	<u>434,650</u>	<u>426,002</u>
Total funds carried forward 31 March 2009		<u>£ 142,974</u>	<u>£ 297,342</u>	<u>£ 440,316</u>	<u>£ 434,650</u>
(Note 9)					

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above. The surplus for the year for Companies Act purposes comprises the net incoming resources for the year and was £5,666 (2008: Surplus £8,648).

Notes on Pages 7 to 11 form part of these financial statements

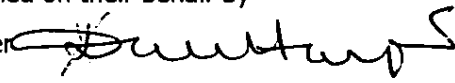
BALANCE SHEET
AS AT 31 MARCH 2009

	Note	Unrestricted Funds £	Restricted Funds £	Total 2009 £	Total 2008 £
FIXED ASSETS					
Tangible assets - land and buildings	6	35,069	297,342	332,411	339,341
Tangible assets - plant and machinery	6	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		<u>35,069</u>	<u>297,342</u>	<u>332,411</u>	<u>339,341</u>
CURRENT ASSETS					
Debtors	7	9,148	0	9,148	9,046
Cash at bank and in hand		<u>99,362</u>	<u>0</u>	<u>99,362</u>	<u>92,130</u>
		<u>108,510</u>	<u>0</u>	<u>108,510</u>	<u>101,176</u>
CREDITORS					
Amounts falling due within one year	8	<u>605</u>	<u>0</u>	<u>605</u>	<u>5,867</u>
NET CURRENT ASSETS		<u>107,905</u>	<u>0</u>	<u>107,905</u>	<u>95,309</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>£ 142,974</u>	<u>£ 297,342</u>	<u>£ 440,316</u>	<u>£ 434,650</u>
THE FUNDS OF THE CHARITY					
Unrestricted income funds		142,974	0	142,974	130,630
Restricted income funds	9	<u>0</u>	<u>297,342</u>	<u>297,342</u>	<u>304,020</u>
		<u>£ 142,974</u>	<u>£ 297,342</u>	<u>£ 440,316</u>	<u>£ 434,650</u>

For the financial year ended 31 March 2009 the company was entitled to exemption from audit under Section 249A(1) of the Companies Act 1985. No notice has been deposited under Section 249B(2). The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with Section 221 of the Act and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 226 of the Act, and which otherwise comply with the requirements of this Act relating to accounts so far as applicable to the company.

The directors have taken advantage, in the preparation of the financial statements, of the special provisions of Part VII of the Companies Act 1985 relating to small companies.

These accounts were approved by the board of directors on 28 September 2009 and signed on their behalf by

D Harper 

M S Mackay 

Notes of Pages 7 to 11 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009

1 ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, in accordance with the Companies Act 1985 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005 (SORP 2005).

(b) Fund accounting

- * Unrestricted funds are available for use at the discretion of the Directors in furtherance of the general objectives of the charity.
- * Restricted funds are subjected to restrictions on their expenditure imposed by the donor, or contained in the terms of a grant.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- * Voluntary income is received by way of grants and donations and is included in full when receivable. Gift Aid recoveries on donations from individuals are recognised in the same period as the donation.
- * Unrestricted grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Restricted grants are recognised on receipt.
- * Donated goods are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these financial statements.
- * Investment income is included when receivable and comprises bank interest.

(d) Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes non-recoverable VAT, and is reported as part of the expenditure to which it relates:

- * Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- * Costs of generating funds comprise the costs associated with attracting voluntary income and grant funding including statutory grants.
- * Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charitable company; this includes the preparation and examination of this annual report and financial statements, and costs linked to the strategic management of the charity.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2009

(e) Fixed assets

Fixed assets are stated at cost, less accumulated depreciation. The costs of minor additions are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life:

Freehold buildings	2% straight line (50 years)
Plant and machinery	20% straight line (5 years)
Fixtures and fittings	20% straight line (5 years)
Computers	33 1/3% straight line (3 years)

(f) Taxation

As a charity, the company is exempt from tax on income and gains falling within Sec 505 of the Taxes Act 1998 or Sec 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

2 DONATIONS AND GIFTS

	Unrestricted Funds £	Restricted Funds £	2009 Total £	2008 Total £
Individuals (including Gift Aid)	22,654	0	22,654	19,567
Churches	8,389	0	8,389	10,091
Companies & organisations	2,461	0	2,461	1,990
High Sheriff's Fund	1,000	0	1,000	0
Gifts in kind	1,500	0	1,500	1,500
	<u>£ 36,004</u>	<u>£ 0</u>	<u>£ 36,004</u>	<u>£ 33,148</u>

3 INCOMING RESOURCES FROM CHARITABLE ACTIVITY

Health care

Statutory grants	63,635	0	63,635	48,564
Other grants	0	0	0	8,694
Salvage	392	0	392	182
	<u>64,027</u>	<u>0</u>	<u>64,027</u>	<u>57,440</u>

Counselling

Statutory grants	0	4,200	4,200	8,590
Other grants	3,457	5,000	8,457	7,095
Fees	4,523	712	5,235	3,526
	<u>7,980</u>	<u>9,912</u>	<u>17,892</u>	<u>19,211</u>

Lifeskills

Statutory grants	25,594	0	25,594	25,594
Other grants	0	10,000	10,000	10,000
Fees	0	0	0	199
Lunches	365	0	365	0
	<u>25,959</u>	<u>10,000</u>	<u>35,959</u>	<u>35,793</u>

Total for year	<u>£ 97,966</u>	<u>£ 19,912</u>	<u>£ 117,878</u>	<u>£ 112,444</u>
----------------	-----------------	-----------------	------------------	------------------

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2009

4 RESOURCES EXPENDED ON CHARITABLE ACTIVITY

	Basis of allocation	Health care	Counselling	Lifeskills	Generating funds	Governance	2009 Total	2008 Total
		£	£	£	£	£	£	£
Costs directly allocated to activities:								
Activity costs	actual	4,111	1,628	3,601	0	0	9,340	7,010
Staff costs	actual	45,503	20,433	29,980	0	0	95,916	90,665
Depreciation	actual	0	0	0	0	0	0	854
Accountancy	actual	0	0	0	0	750	750	935
		<u>49,614</u>	<u>22,061</u>	<u>33,581</u>	<u>0</u>	<u>750</u>	<u>106,006</u>	<u>99,464</u>
Support costs allocated to activities:								
Co-ordinator	time	4,215	2,409	2,409	7,227	1,807	18,067	19,203
Premises	usage	7,725	3,863	3,863	0	0	15,451	12,376
Depreciation - premises) as for (3,466	1,732	1,732	0	0	6,930	6,930
Office administration) premises (2,418	1,209	1,209	0	0	4,836	3,764
		<u>17,824</u>	<u>9,213</u>	<u>9,213</u>	<u>7,227</u>	<u>1,807</u>	<u>45,284</u>	<u>42,273</u>
Total for year		<u>£ 67,438</u>	<u>31,274</u>	<u>42,794</u>	<u>7,227</u>	<u>2,557</u>	<u>151,290</u>	<u>£ 141,737</u>

The basis of allocation used for support costs are as follows:

	Co-ordinator		Premises	
	Specific	Support		
Health care	10%	131/3%	50%	(two floors)
Counselling		131/3%	25%	(one floor)
Lifeskills		131/3%	25%	(one floor)
Generating funds	40%			
Governance	10%			

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2009

5 OPERATING SURPLUS

The operating surplus for Companies Act purposes is stated after charging:

	2009	2008
	£	£
Directors emoluments	Nil	Nil
Depreciation on tangible fixed assets	6,930	7,784
Reporting accountants remuneration	750	935

6 TANGIBLE FIXED ASSETS

	Land and buildings	Plant and machinery	Total
	£	£	£
Cost			
As at 1 April 2008	386,538	31,483	418,021
Additions	0	0	0
As at 31 March 2009	<u>386,538</u>	<u>31,483</u>	<u>418,021</u>
Depreciation			
As at 1 April 2008	47,197	31,483	78,680
Charge for year: unrestricted	761	0	761
restricted	6,169	0	6,169
As at 31 March 2009	<u>54,127</u>	<u>31,483</u>	<u>85,610</u>
Net book values			
As at 31 March 2009	<u>£ 332,411</u>	<u>£ 0</u>	<u>£ 332,411</u>
As at 1 April 2008	<u>£ 339,341</u>	<u>£ 0</u>	<u>£ 339,341</u>

All tangible assets are used by the company for its charitable purposes.

7 DEBTORS

	2009	2008
	£	£
Statutory Authority grants	6,398	6,398
Inland Revenue - Gift Aid claims	2,750	2,648
	<u>£ 9,148</u>	<u>£ 9,046</u>

8 CREDITORS: amounts falling due within one year

	2009	2008
	£	£
Creditors and accruals	<u>£ 605</u>	<u>£ 5,867</u>

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2009

9 RESTRICTED FUNDS

	Balance 1 April 2008 £	Incoming Resources £	Expended £	Depreciation £	Balance 31 March 2009 £
90 East Hill, Colchester	77,085			-1,541	75,544
91 East Hill, Colchester	226,426			-4,628	221,798
	<u>303,511</u>				<u>297,342</u>
Anger management and confidence building class	0	4,200	-4,200		0
Children & Young People's counselling	509	712	-1,221		0
Getty Trust project	0	15,000	-15,000		0
	<u>£ 304,020</u>	<u>£ 19,912</u>	<u>£ -20,421</u>	<u>£ -6,169</u>	<u>£ 297,342</u>

All the £93,879 Restricted Fund grants received in the three years to 31 March 1999 for the purchase of 90 East Hill, Colchester, were spent on establishing this base for Beacon House. All the £251,375 Restricted Fund grants received in the three years to 31 March 2004 for the purchase, refurbishment and adaptation of 91 East Hill, Colchester, were spent on creating an enlarged Beacon House. These grants are being written off in line with the amortisation of expenditure on those properties.

The anger management and confidence building class has been continued, now utilising the grant received from N E Essex PCT.

A one-off grant of £8,590 was received in 2007/08 from Essex County Council through a partnership with The Junction. The remainder of this grant and some fee income were used to fund individual counselling sessions for children and young people.

The second of two £15,000 grants from the Getty Trust funded additional weekly lifeskills classes together with more individual and groupwork counselling sessions.