

BEETONS LODGE DAY CENTRE LIMITED
(A company limited by guarantee)

ANNUAL REPORT

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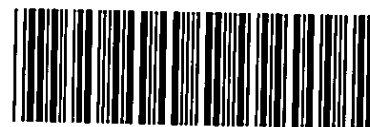
FINANCIAL STATEMENTS

For the year ended 31st March 2009

CHARITY NO. 1063841

COMPANY NO. 3365860

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BEETONS LODGE DAY CENTRE LIMITED

FINANCIAL STATEMENTS

For the year ended 31st March 2009

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REFERENCE AND ADMINISTRATION INFORMATION

DIRECTORS AND TRUSTEES

Mr. R. G. C. Freeman (Chairman)
Mr. R.H.F. Brook
Mr. R.A. King
Mrs. I Martin
Miss H. M. Oates
Mrs. L.M.K. Whitwell

SECRETARY

Mrs. L.M.K. Whitwell

REGISTERED OFFICE

Garland House,
Garland Street,
Bury St. Edmunds,
IP33 1EZ

PRINCIPAL PLACE OF BUSINESS

Beetons Lodge,
Beetons Way,
Bury St. Edmunds,
IP32 6SX

BANKERS

Barclays Bank plc,
52 Abbeygate Street,
Bury St. Edmunds.
IP33 1LL

SOLICITORS

Ashton Graham,
81 Guildhall Street,
Bury St. Edmunds.
IP33 1PR

AUDITORS

Whiting & Partners,
Chartered Accountants, Business Advisers
& Registered Auditors,
Garland House,
Garland Street,
Bury St. Edmunds.
IP33 1EZ

CHARITY REGISTRATION NUMBER

1063841

COMPANY REGISTRATION NUMBER

3365860

REPORT OF THE TRUSTEES

For the year ended 31st March 2009

The Trustees present their report together with the audited financial statements for the year ended 31st March 2009.

Reference and administrative information set out on page 1 forms part of this report.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNANCE

The organisation is a charitable company limited by guarantee.

The company was incorporated on 6th May 1997 and commenced its activities on 1st October 1997. Prior to this, the activities of the organisation were carried on by Beetons Lodge Day Centre, an unincorporated registered charity.

The charity's objects, powers and other constitutional matters are set out in its governing document, its memorandum and articles of association.

In the event of the company being wound up, the liability of the members is limited to £10.

RECRUITMENT AND APPOINTMENT OF TRUSTEES

The board of trustees aims to maintain a broad range of expertise and skills appropriate to the satisfactory functioning of the charity. When considering new trustees the board has regard to any specialised or professional skills requirement which is currently needed. Individuals are then approached to offer themselves for election to the board of trustees.

For the purposes of company law, the Trustees listed below are the Directors of the Company. All Trustees served throughout the year.

Mr. R.G.C. Freeman
Mr. R.H.F. Brook
Mr. R.A. King
Mrs. I. Martin
Miss H.M. Oates
Mrs. L.M.K. Whitwell

In accordance with the Articles of Association:

Trustees retiring by rotation are Mrs. I. Martin and Mrs. L.M.K. Whitwell and being eligible offer themselves for re-election.

All trustees give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in note 9 to the accounts.

REPORT OF THE TRUSTEES - (CONTINUED)

For the year ended 31st March 2009

RISK REVIEW

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate any exposure to these risks.

ORGANISATION

The charity is managed by a Board of Trustees. The daily running of the day centre during the year was carried out by an employed manager, five other paid staff and the help of a number of volunteers.

OBJECTIVES AND ACTIVITIES

The charity's objectives as set out in the objects contained in the company's Memorandum of Association aim to benefit the public by providing for the relief of elderly people living in or in the area surrounding Bury St. Edmunds, in particular by providing and maintaining facilities for such people at a day centre in Beetons Lodge, Beetons Way, Bury St. Edmunds.

The main area of activity continued to be the operating of a day centre, opening 3 days each week until November 2008.

Transport until that date was arranged to and from the centre for each of the customers. Once at the centre appropriate activities and entertainment were provided throughout the day including providing a cooked meal and refreshments. The charity also provided, when required, cooked meals to the elderly residents of the adjoining residential accommodation known as Beetons Lodge.

Due to a decline in referrals to the day centre for its day care services the trustees decided to cease the activities of the charity in November 2008 - see note 15 to the accounts.

The trustees confirm that they have referred to the guidance contained in the Charity Commissions general guidance on public benefit when reviewing the charity's aims and objectives.

ACHIEVEMENTS AND PERFORMANCE

The main charitable activity is the provision of Day Care Services for the elderly as described under objectives and activities above.

A number of the customers were referred and sponsored by Suffolk County Council Social Services with whom the charity closely worked. A smaller number of private customers also attended the centre.

During the period 1st April 2008 to 28th November 2008 the charity invoiced for the services of providing 938 day care places (2008 - 2,054) and 942 meals (2008 - 3,744). These services were invoiced at a subsidised rate to all attendees.

This service, provided for all customers, contributed towards alleviating social isolation, enabling the individuals to maintain a certain amount of independence and providing help in supporting carers.

REPORT OF THE TRUSTEES - (CONTINUED)

For the year ended 31st March 2009

FINANCIAL REVIEW

The Statement of Financial Activities on page 8 sets out the movements on unrestricted and restricted funds.

Total incoming resources of £34,066 (2008 - £88,225) included grants and donations of £Nil (2008 - £27,650). Total resources expended amounted to £69,931 (2008 - £106,236).

This resulted in net outgoing resources for the year of £35,865 (2008 - outgoing resources - £18,011) which when deducted from the balance brought forward gives a balance on unrestricted funds to carry forward at the end of the financial year of £10,991 (2008 - £46,856).

The Trustees are satisfied that the charity's assets are available and adequate to fulfil its obligations (see note 15).

RESERVES POLICY

The policy of the charity is to maintain unrestricted funds which are the free reserves of the charity at a level which equates to approximately 6 months unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs to enable the charity to continue its current activities in the event of a significant drop in funding.

INVESTMENT POLICY

Under the Memorandum and Articles of Association, the charity has the power to make any investment which the Trustees see fit. The Trustees have adopted an investment policy appropriate to the needs of the charity having regard to any future financial commitments. Presently surplus funds are invested on appropriate interest bearing bank accounts.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The trustees are responsible for preparing 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 at the end of the financial year and of the incoming resources and application of resources of the company for the year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

REPORT OF THE TRUSTEES - (CONTINUED)

For the year ended 31st March 2009

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS - CONTINUED

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 which enable them to ascertain their financial position and to ensure that the financial statements comply with the Companies Act 1985, the Charities Act 1993 and regulations thereunder;
- safeguarding the assets of the charitable company and for taking reasonable steps for the prevention and detection of fraud and other irregularities;

In so far as the trustees are aware:

- there is no relevant audit information of which the company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

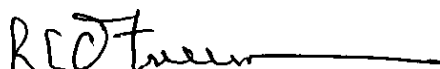
AUDITORS

Messrs. Whiting & Partners have agreed to offer themselves for re-appointment as auditors to the Company.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the statement of recommended practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

FOR AND ON BEHALF OF THE TRUSTEES



R.G.C. Freeman
Trustee

Date: 9th July 2009

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
BEETONS LODGE DAY CENTRE LIMITED
FOR THE YEAR ENDED 31TH MARCH 2009

We have audited the financial statements of Beetons Lodge Day Centre Limited for the year ended 31st March 2009 which comprise Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's members 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 and its members 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 Beetons Lodge Day Centre Limited 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) are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Trustees' Annual Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
BEETONS LODGE DAY CENTRE LIMITED - CONTINUED

FOR THE YEAR ENDED 31TH MARCH 2009

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charitable company's affairs as at 31st March 2009, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Annual Report is consistent with the financial statements.



WHITING & PARTNERS

Chartered Accountants, Business Advisers
& Registered Auditors
Garland House
Garland Street
BURY ST EDMUNDS

Date: 9th July 2009

STATEMENT OF FINANCIAL ACTIVITIES
(including income and expenditure account)

For the year ended 31st March 2009

	<u>Note</u>	<u>2009</u> £	<u>2008</u> £
<u>Incoming resources</u>			
Incoming resources from generated funds:			
Voluntary Income:			
Grants and donations	2	-	27,650
Activities for generating funds:			
Fundraising events		276	926
Investment income:			
Bank interest receivable		820	2,413
Incoming resources from charitable activities:			
Day care services	3	28,696	57,236
Other incoming resources	4	4,274	-
<u>Total incoming resources</u>		<u>34,066</u>	<u>88,225</u>
<u>Resources expended</u>			
Costs of generating funds:			
Fundraising costs		178	493
Charitable activities	5	57,591	90,482
Governance costs	6	12,162	15,261
<u>Total resources expended</u>		<u>69,931</u>	<u>106,236</u>
<u>Net outgoing resources</u>			
- Net movement of funds in year	7	(35,865)	(18,011)
<u>Reconciliation of funds</u>			
Total funds brought forward at 1st April 2008		46,856	64,867
<u>Total funds carried forward at 31st March 2009</u>		<u>£10,991</u>	<u>£46,856</u>

All of the above results are derived from discontinued activities and all movements are in unrestricted funds.

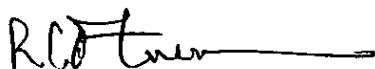
The notes on pages 10 to 15 form part of these financial statements.

BALANCE SHEET**As at 31st March 2009**

	<u>Note</u>	<u>2009</u> <u>£</u>	<u>2008</u> <u>£</u>
<u>Fixed Assets</u>			
Tangible Assets	12	-	1
<u>Current Assets</u>			
Debtors	13	481	6,778
Cash at bank and in hand		<u>17,435</u>	<u>49,284</u>
		17,916	56,062
<u>Creditors: amounts falling due within one year</u>	14	<u>6,925</u>	<u>9,207</u>
<u>Net Current Assets</u>		<u>10,991</u>	<u>46,855</u>
<u>Net Assets</u>		<u>£10,991</u>	<u>£46,856</u>
<u>Unrestricted funds:</u>			
General funds		<u>10,991</u>	<u>46,856</u>
		<u>£10,991</u>	<u>£46,856</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the financial reporting standard for smaller entities (effective January 2007).

The financial statements on pages 8 to 15 were approved by the Board of Trustees on 9th July 2009 and signed on its behalf by



R.G.C. Freeman
Trustee

Date: 9th July 2009

The notes on pages 10 to 15 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31st March 2009

1. ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with the financial reporting standard for smaller entities (effective January 2007), the Companies Act 1985 and the statement of recommended practice: Accounting and Reporting by Charities issued in March 2005.

Going Concern

These accounts have been prepared on a non-going concern basis as the company has ceased to trade and that it is the intention of the trustees to make application to the Registrar of Companies to be struck off the register within a period of one year from the date of approval of the financial statements.

Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds which have been designated for specific purposes by the trustees.

Restricted funds are to be used for specified purposes laid down by the donor.

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 and Fundraising Events**
Voluntary income which is received by way of donations, gifts and fund raising events is included as income when receivable.
- **Donated Services**
Donated services 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 accounts.
- **Investment Income**
Investment income is included when receivable.
- **Day Care Services**
Income from day care services, transport and meals is included as income when earned.
- **Grants Receivable**
Grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Resources Expended

Expenditure, which is charged on an accruals basis, is classified under headings that aggregate all costs related to that category:

- cost of generating funds comprise expenditure incurred directly in the effort to raise voluntary and fundraising income.
- charity expenditure includes expenditure incurred directly in the fulfilment of the charity objects, provision of day care services.
- governance costs are those costs incurred with the management and administration of the charity and in compliance with constitutional and statutory requirements.

NOTES TO THE FINANCIAL STATEMENTS - (CONTINUED)**For the year ended 31st March 2009****1. ACCOUNTING POLICIES - CONTINUED****Tangible Fixed Assets and Depreciation**

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on all tangible fixed assets at a rate calculated to write off the cost of each asset over its estimated useful life as follows:-

Furniture and Equipment	over 4 years straight line
Computer Equipment	over 3 years straight line

Pension

The company operates a stakeholder pension scheme for its employees. Contributions are charged to the statement of financial activities as they become payable in accordance with the rules of the scheme.

Leases

Rentals paid under operating leases are charged over the period in which the cost is incurred.

2. GRANTS AND DONATIONS

	<u>2009</u> £	<u>2008</u> £
Total Receivable	-	£27,650

Grants and Donations receivable in the previous year include donations from St Edmunds Trust, Greene King and St Edmunds Lodge.

3. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES (Day Care Services)

	<u>2009</u> £	<u>2008</u> £
Suffolk County Council - Day Care Services	14,897	33,573
Private Attendees - Day Care Services excluding meals	9,729	-
- Day Care Services including meals	-	13,408
Meals Provided	3,940	10,075
Miscellaneous	130	180
	<u>£28,696</u>	<u>£57,236</u>

4. OTHER INCOMING RESOURCES

	<u>2009</u> £	<u>2008</u> £
Gains on sale of tangible fixed assets	<u>£4,274</u>	-

NOTES TO THE FINANCIAL STATEMENTS - (CONTINUED)**For the year ended 31st March 2009****5. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES (Day Care Services)**

	<u>2009</u>	<u>2008</u>
	<u>£</u>	<u>£</u>
Costs directly allocated to activities:		
Catering and Domestic	3,771	7,449
Staff Costs (note 8)	38,781	55,041
Insurance	386	524
Training	411	(155)
Transport	10,850	20,563
Repairs and Renewals	496	1,073
Rent	1,494	2,575
Entertainment and Outings	892	1,490
Miscellaneous	510	538
Advertising and Publicity	-	1,384
	<u>£57,591</u>	<u>£90,482</u>

6. GOVERNANCE COSTS

	<u>2009</u>	<u>2008</u>
	<u>£</u>	<u>£</u>
Administration expenses	2,760	2,323
Legal and professional fees	9,402	12,938
	<u>£12,162</u>	<u>£15,261</u>

7. NET OUTGOING RESOURCES FOR THE YEAR

	<u>2009</u>	<u>2008</u>
	<u>£</u>	<u>£</u>
Net Outgoing Resources is stated after charging:		
Depreciation of tangible fixed assets - owned assets	-	363
Hire of premises	1,494	2,575
Auditors remuneration	750	750
Accountancy and special services	7,177	7,239
	<u>7,177</u>	<u>7,239</u>

8. STAFF COSTS AND NUMBERS

	<u>2009</u>	<u>2008</u>
	<u>£</u>	<u>£</u>
Staff costs were as follows:-		
Wages, salaries and redundancy costs - employed staff	35,870	52,834
Social security costs	1,089	1,562
Pension costs	-	230
Agency staffing costs	1,822	415
	<u>£38,781</u>	<u>£55,041</u>

NOTES TO THE FINANCIAL STATEMENTS - (CONTINUED)**For the year ended 31st March 2009****8. STAFF COSTS AND NUMBERS - CONTINUED**

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

	<u>2009</u>	<u>2008</u>
Employees	<u>6</u>	<u>7</u>

All staff related to charitable activities (Day Care Services).

No employee earned £60,000 p.a. or more (2008 - Nil).

9. TRUSTEES REMUNERATION AND EXPENSES

No trustee or person with a family or business connection with a trustee, received remuneration in the year, directly or indirectly, from either the charity or an institution or company controlled by the charity.

No trustees have incurred expenses during the year requiring reimbursement (2008 – nil).

10. PENSION COSTS

During the previous year the company made periodic contributions into a stakeholder pension scheme for one of its employees.

No contributions were made during the year to 31st March 2009 and none were outstanding at 31st March 2009.

11. TAXATION

The Charitable company is exempt from Corporation Tax on its charitable activities.

NOTES TO THE FINANCIAL STATEMENTS - (CONTINUED)For the year ended 31st March 200912. TANGIBLE FIXED ASSETS

	<u>Furniture & Equipment</u> £
<u>Cost</u>	
At 1st April 2008	2,448
Additions	-
Disposals	<u>2,448</u>
At 31st March 2009	<u>£-</u>
<u>Depreciation</u>	
At 1st April 2008	2,447
Charge for Year	-
Disposals	<u>2,447</u>
At 31st March 2009	<u>£-</u>
Net Book Value	
At 31st March 2009	<u>£Nil</u>
At 31st March 2008	<u>£1</u>

13. DEBTORS

	<u>2009</u> £	<u>2008</u> £
Amounts falling due within one year		
Trade debtors	481	6,671
Prepayments	<u>-</u>	<u>107</u>
	<u>£481</u>	<u>£6,778</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	<u>2009</u> £	<u>2008</u> £
Trade creditors	-	2,128
Accruals	<u>6,925</u>	<u>7,079</u>
	<u>£6,925</u>	<u>£9,207</u>

NOTES TO THE FINANCIAL STATEMENTS - (CONTINUED)

For the year ended 31st March 2009

15. POST BALANCE SHEET EVENT

Since the year end date the trustees have agreed to apply to the Registrar of Companies for the company to be struck off the register. This follows the decision to cease the charitable activities of the charity in November 2008, the details of which are given in the trustees report.

The Trustees, in accordance with clause 8 of the Memorandum of Association of the company, will recommend to members, before making application for striking off, that after all of the debts and liabilities have been satisfied the remaining assets of the charity will be transferred to Gatehouse Caring in West Suffolk (Charity No. 800199), a charity having objects similar to the objects of Beetons Lodge Day Centre Limited.

: