

Dr Bell's Family Centre
(Limited by Guarantee)
Annual Report and Financial Statements
for the year ended
31 March 2013



Company Number: SC 289985

Charity Number: SC 037216

Dr Bell's Family Centre

**Report and Financial Statements
For the year ended 31 March 2013**

| <i>Contents</i> | <i>Page</i> |
|---|--------------------|
| Reference & Administrative Information | 2 |
| Annual Report of the Directors | 3 – 7 |
| Report of the Independent Examiner | 8 |
| Statement of Financial Activities (Including Income and expenditure account) | 9 |
| Balance Sheet | 10 |
| Notes to the financial statements | 11 – 15 |

Dr Bell's Family Centre

Reference & Administrative Information

Address & Registered office: 15 Junction Place
Edinburgh EH6 5JA

Company registration number: SC 289985

Scottish Charity reference: SC 037216

Directors & Officers:

The directors who served during the year and up to the date of this report were:

Directors at the year-end:

| | |
|-------------------|---|
| Peter Stevenson | (Chairperson from 6 December 2012) |
| Eileen Brownlie | (Chairperson until 6 December 2012) |
| Kirsty Somerville | (Secretary) |
| Sarah Gunn | (Treasurer – appointed 6 December 2012) |
| Sheila Anderson | |
| Chaloner Chute | (appointed 28 November 2012) |
| Temi Mordi | (appointed 23 November 2012) |
| Yvonne Murray | (appointed 21 November 2012) |
| Alison Smith | |
| David Igoe | |
| Buumba Mweetwa | (appointed 1 April 2012) |

Former Directors who resigned during the year:

Anna Mitrovic Kutuckova (resigned 12 November 2012)

Company Secretary:

Peter Stevenson

Project Manager:

Gill Webb

Former manager:

Lesley Craise (until 23 January 2013)

Bankers:

The Royal Bank of Scotland
2 Bernard Street
Leith
Edinburgh EH6 6PU

Independent Examiner:

John G. Norman C.A.
Norman, Downie & Kerr Ltd.

Accountants:

Norman, Downie & Kerr Ltd
The Courtyard
130 Constitution Street
Edinburgh EH6 6AJ

**Dr Bell's Family Centre
Annual Report of the Directors
For the Year Ended 31 March 2013**

The directors present their report and the financial statements for the year ended 31 March 2013.

The Organisation and its Management

Dr. Bell's Family Centre is a Company Limited by Guarantee, with the Company Number SC 289985. The Company is registered as a Scottish Charity (Ref No: SC 037216). Its governing document is its Memorandum and Articles of Association.

Dr. Bell's Family Centre has been based at 15 Junction Place, Leith, Edinburgh EH6 5JA since August 2006. New directors (trustees of the charity) are nominated from among members and are elected at the AGM.

One director is nominated to serve on the Board by each of the following agencies:

- City of Edinburgh Council Children and Families Department
- NHS Lothian

The directors are also able to co-opt up to 4 members on an interim basis during the year. New directors are provided with an induction to the charity including information on their duties and responsibilities as directors along with details of the various policies and procedures specific to the organisation.

The Board of Directors meets every six weeks. The following subgroups report to the Board, each having at least one director as a member:

- Human Resources/Finance
- Fund raising and publicity

The Board of Directors exercise responsibility for all decisions relating to finance, premises, and insurance. Responsibility for day to day management and health and safety is delegated to the Project Manager. The Board have identified the major risks affecting the charity, and measures which mitigate those risks, as part of strategic planning for the charity.

Objectives and Activities

The objects for which the Company is established are:

- to promote the benefit of the inhabitants of Leith and its environs without distinction of sex, sexuality, political, religious or other opinions, by associating the local statutory authorities, voluntary organisations and inhabitants in a common effort to advance education and to provide facilities, or assist in the provision of facilities, in the interest of social welfare for recreation and other leisure-time occupation so that their condition of life may be improved;
- to advance the education and personal development of individuals through training and participation in activities to support the work of Dr. Bell's Family Centre.

Dr Bell's aims to be a welcoming place where families with young children in Leith can get encouragement, support and advice in a relaxed atmosphere.

**Dr Bell's Family Centre
Annual Report of the Directors (continued)**

Objectives and Activities (continued)

Values

Dr Bell's Family Centre believes in:

- building and celebrating community;
- welcoming and respecting diversity, including diversity in families;
- safeguarding children's rights;
- promoting families' rights and responsibilities;
- being responsive to the changing needs of the community;
- enabling families to get actively involved in their community;
- contributing to building a community which protects and nourishes its children.

Approach

- The Centre is underpinned by a community development approach;
- We provide universal and targeted provision - for everyone, and focusing on the most disadvantaged, in order to minimise stigma;
- Our community café acts as a non stigmatising gateway to the Centre;
- We work proactively to identify risk factors and take action to avoid future problems;
- We deliver programmes based on identified needs;
- We use a holistic approach to addressing issues and aim to provide a "one stop shop" for families;
- We have an integrated and strategic approach to our work.

Activities

- co-ordinating a "one stop shop" for information and advice on a wide range of topics;
- providing, or providing support for, groupwork, therapeutic and individual programmes based on identified need;
- providing a non stigmatising meeting space for local people to meet with support workers;
- organising activities in the summer;
- creating a space which brings all sections of the community of Leith together;
- organising activities which bring all sections of the community together;
- building the capacity of local people, organisations and agencies;
- developing partnerships;
- seeking the views of our users and implementing changes suggested;
- providing opportunities for local people to comment on, and shape, local services;
- providing volunteering opportunities for local people, as receptionists, in the café, in the crèche and in a variety of other skill specific roles e.g. finance;
- providing training and learning opportunities for local people, provided by a variety of agencies, with a good quality crèche on site;
- providing a drop in crèche facility;
- providing regular crèche sessions for vulnerable families;
- providing two outreach crèches;
- providing good quality, flexible play space which can be used by a variety of agencies to work with families;
- early identification of families experiencing difficulty, leading to appropriate supports being put in place;
- providing a compensatory play experience for children affected by developmental delay;

**Dr Bell's Family Centre
Annual Report of the Directors (continued)**

Objectives and Activities (continued)

Activities (continued)

- delivering a range of therapeutic services for children, parents and carers;
- café space and crèche which promote healthy eating;
- adult and child cookery classes in schools and nurseries;
- cookery classes for children within schools and the summer programme;
- therapeutic services for children and families.

Achievements and Performance

We have continued to develop our key services which underpin our success in the Leith Community. We are meeting and in many cases surpassing our targets, as the following details from the 12 months in 2012 show:

Our Crèche Facility is key to the success of the Centre: it allows parents to attend groups and appointments; it supports vulnerable families through the provision of regular crèche spaces and offers a drop in facility for all local families. We also have 2 outreach crèches in Restalrig Lochend Community Hub and the Leith Community Education Centre in Edinburgh.

- In 2012 an average of 125 children attended the crèche each month (an increase of 9% on 2011).
- In 2012 there were a total of 3871 creche sessions used, of these an average of 23% came from the 15% most deprived areas of Scotland (as defined by the Scottish Index of Multiple Deprivation)

A parent has said "My child has come on leaps and bounds since she started at the creche, with speech etc."

Our Café and Families and Food Initiative provides many benefits to local families: the community café acts as a 'non-stigmatising gateway' to the Centre; cookery classes in local primary schools and our own Cook School enable both parents and children to learn more about healthy eating. Childhood obesity is rising and although a wide range of national interventions have been put in place to try and address this problem, they tend to be short term. Our cookery classes are for families where the art of cooking has been lost and processed food has been used for generations. There are also considerable implications of improved mental health with good nutrition.

- In 2012 the café had over 3400 customers. We worked with more than 24 parents in classes running during the year. There was a diverse range of parents in both terms of ethnic background and cookery skills. The classes not only devote time to learning new cookery skills but they importantly allow parents to use the sessions and classes as social events meeting likeminded people with similar social difficulties.
- In 2012 classes were run for local children aged 10-11. 57 children took part in these of mixed ethnic backgrounds. Many of the children from ethnic minorities feel under pressure to eat a western style diet and this in turn puts added pressure on the cooking at home.

One of the parents attending the classes has said "I'm now a much more confident cook and baker"

Dr Bell's Centre also offers many support and counselling sessions and groups including parent support groups, an Asian Women's group and advice surgeries relating to housing, money advice and employment. We have also developed the TAAP (Therapeutic Alliances and Partnerships) Therapy which consists of partnerships with organisations and alliances with individual therapists. Its purpose is to deliver a range of therapeutic services to families which include a child under 8 living in the EH6 or EH7 areas of Edinburgh. Through this trauma therapy we aim to: improve mental health in families with young children; provide a range of therapeutic services offered, free at the point of delivery; deliver early intervention where mental health issues are impacting on families and in the longer term, increase knowledge about the relationship between trauma, substance misuse and mental health.

**Dr Bell's Family Centre
Annual Report of the Directors (continued)**

Achievements and Performance (continued)

Often, we are in touch with disadvantaged families experiencing difficulties long before the statutory agencies are involved. Although there are other organisations offering part of what we do our services are free. In 2012:

- 185 'TAAP' Trauma therapy sessions were delivered
- 401 1:1 appointments were made
- 426 support group sessions were held

A parent supported by the TAAP therapy sessions has said "I have my life back, the support and help has helped me get stronger and be more positive and a whole person again."

1) Volunteers

27 volunteers have been involved in the work of the Centre in 2012/13. 2 people volunteered as therapists, 5 people volunteered as receptionists, 1 young person volunteered in the creche via the Project Scotland Scheme and 8 people volunteered in the café. 11 people volunteered on our board of directors.

2) Partnerships

During 2012/13, we had active working partnerships with:

- Fort Early Years Centre
- Pilrig Child and Family Centre
- Working for Families
- Family Mediation Lothian
- Home-Start Leith and North East Edinburgh
- Multi-Cultural Family Base
- Restalrig and Lochend Community Hu
- Wellspring
- Stanwell Nursery
- Leith Community Education Centre

These partnerships involve the following areas of work:

Fort Early Years Centre and Pilrig Child and Family Centre

This partnership relates to our parenting skills work.

Working for Families

This City of Edinburgh led employment advice service has based a worker at Dr. Bell's throughout most of the Centre's history. The Working for Families initiative came to an end in July and employment advice services are now delivered via a "roving hub". There is a half day surgery at Dr. Bell's.

Home-Start Leith and North East Edinburgh and Multi-Cultural Family Base

This partnership (called the 3 organisations partnership) operates a joint referral system so that families can benefit from the range of services on offer via all three agencies.

Restalrig and Lochend Community Hub

We run an outreach creche on Tuesdays at the Hub as a result of this partnership.

Wellspring

Until recently, we purchased the time of a play therapist from Wellspring via this partnership. However, we came to the conclusion that this was more of a commercial arrangement than a partnership and we now contract direct with the play therapist.

Stanwell Nursery

Our new cook school has been developed in partnership with Stanwell Nursery.

Leith Community Education Centre

We run an outreach creche on Wednesdays during term time via this partnership. This helps to deal with the excess of demand over supply within our main creche.

**Dr Bell's Family Centre
Annual Report of the Directors (continued)**

Achievements and Performance (continued)

3) Advice services

The Housing Options Team, the Money Clinic, Edinburgh Women's Aid and Community Renewal's Employment Hub are the agencies currently offering advice services at Dr. Bell's.

Financial Review

There were net outgoing resources in the year of £17,106, comprising a decrease of £14,005 in restricted funds and of £3,101 in unrestricted funds (2012 - net incoming resources of £9,439). Details of incoming resources and resources expended are shown in the Statement of Financial Activities (SOFA) on page 9 and the accompanying notes.

Project grants of £206,046 were received in the year and are detailed in note 2 on page 12. Further breakdown of resources expended in the year is given in note 4 on page 13.

Total funds of £79,459 are carried forward to 2013/14, as detailed in note 8 on page 15. This includes £12,900 in restricted funds, £7,797 representing the net book value of fixed assets and £58,762 in the general fund, which represents the free reserves of the charity. The policy is to build these reserves up to a level equivalent to at least 3 months' running costs for the Centre (the present level is equivalent to between 2 and 3 months).

To date total grant funding of £107,088 has been secured for the year 2013/14, excluding restricted reserves brought forward. Our main (£5k or over) funders for 2013/14 are: the City of Edinburgh Council, Edinburgh & Lothians Health Foundation, BBC Children in Need, The Robertson Trust, R.S. McDonald Charitable Trust, Souter Charitable Trust, Bank of Scotland Foundation and the Volant Trust.

Small Company Provisions


This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

By Order of the Board

Signed:

Name:

Director


PETER STEVENSON

Date:

31st Oct 2013

**Report of the Independent Examiner
To the Directors of Dr Bell's Family Centre**

I report on the accounts of Dr Bell's Family Centre for the year ended 31 March 2013, which are set out on pages 9 to 15.

Respective responsibilities of directors (trustees) and examiner

The directors, as trustees of the charity, are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act) and the Charities Accounts (Scotland) Regulations 2006. They consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

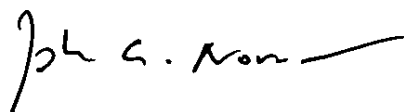
In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

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.



John G Norman CA

Date: 7/11/2013

Norman, Downie & Kerr Ltd
Chartered Accountants
130 Constitution Street, Leith
Edinburgh EH6 6AJ

Dr Bell's Family Centre

Statement of Financial Activities (including Income and Expenditure Account)

For the Year Ended 31 March 2013

| | | Unrestricted | Restricted | Total | Total |
|---|------|----------------|-----------------|-----------------|----------------|
| Incoming Resources: | Note | Funds | Funds | 2013 | 2012 |
| | | £ | £ | £ | £ |
| Incoming resources from charitable activities: | | | | | |
| Project grants: | 2 | 18,804 | 187,242 | 206,046 | 232,648 |
| Café sales | | 10,319 | - | 10,319 | 14,700 |
| Creche fees | | 8,122 | - | 8,122 | 7,136 |
| Other income | | 256 | - | 256 | 701 |
| Incoming resources from generated funds: | | | | | |
| <i>Voluntary income:</i> | | | | | |
| Donations & fund-raising | | 1,593 | 350 | 1,943 | 2,426 |
| Activities for generating funds | 3 | 6,358 | - | 6,358 | 12,565 |
| Bank interest | | 350 | - | 350 | 686 |
| Total incoming resources | | 45,802 | 187,592 | 233,394 | 270,862 |
| Resources Expended: | | | | | |
| Charitable activities: | | | | | |
| Family Centre running costs & development | | 22,392 | 98,992 | 121,384 | 120,886 |
| Creche costs | | - | 71,754 | 71,754 | 68,314 |
| Families & food initiative | | 18,708 | 19,422 | 38,130 | 43,337 |
| Summer programme | | - | 4,783 | 4,783 | 9,014 |
| TAAP therapy | | - | 5,982 | 5,982 | 11,104 |
| Governance costs | | 8,467 | - | 8,467 | 8,768 |
| Total resources expended | 4 | 49,567 | 200,933 | 250,500 | 261,423 |
| Net (outgoing) / incoming resources | | | | | |
| - Net (expenditure) / income for year | | (3,765) | (13,341) | (17,106) | 9,439 |
| Transfers between funds | | 664 | (664) | - | - |
| Net movement in funds | | (3,101) | (14,005) | (17,106) | 9,439 |
| Funds brought forward | | 69,660 | 26,905 | 96,565 | 87,126 |
| Funds carried forward | 8 | 66,559 | 12,900 | 79,459 | 96,565 |

All incoming resources and resources expended are derived from continuing activities. The company has no recognised gains or losses other than those included in the Statement of Financial Activities

The notes on pages 12 to 16 form part of these financial statements.

Dr Bell's Family Centre

Balance Sheet as at 31 March 2013

| | Note | 2013 | 2012 |
|-------------------------------------|------|---------------|---------------|
| | | £ | £ |
| Fixed Assets | | | |
| Tangible assets | 5 | <u>7,797</u> | <u>7,251</u> |
| Current Assets | | | |
| Debtors | 6 | 2,889 | 3,072 |
| Cash at bank and in hand | | <u>77,817</u> | <u>93,114</u> |
| | | <u>80,706</u> | <u>96,186</u> |
| Creditors: | | | |
| Amounts falling due within one year | 7 | <u>9,044</u> | <u>6,872</u> |
| Net Current Assets | | <u>71,662</u> | <u>89,314</u> |
| Net Assets | | <u>79,459</u> | <u>96,565</u> |
| Funds | | | |
| <i>Unrestricted funds:</i> | | | |
| General fund | 8 | 58,762 | 62,409 |
| Fixed asset fund | 8 | 7,797 | 7,251 |
| <i>Restricted funds:</i> | 8 | <u>12,900</u> | <u>26,905</u> |
| Total Funds | | <u>79,459</u> | <u>96,565</u> |

For the year ended 31 March 2013 the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 ("the Act") relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

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

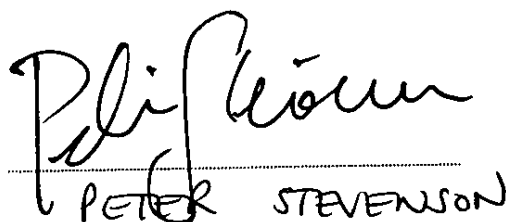
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Board and authorised for issue on . 31/10/2013

Signed:

Name:

Director


PETER STEVENSON

Date:


31/10/2013

The notes on pages 12 to 16 form part of these financial statements.

Dr Bell's Family Centre

Notes to the Financial Statements for the Year Ended 31 March 2012

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared on the historical cost basis and in accordance with the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice, Accounting and Reporting by Charities, issued in March 2005.

Incoming Resources

Income from annual grants is recognised in the period to which the grant relates. Any annual grants received in advance are included as deferred grants within creditors. Income from other grants and donations is recognised on receipt.

Where a grant or donation is received for a specific purpose, it is included within restricted income and any unexpended portion carried forward as a restricted fund.

Other income is recognised in the period in which it is receivable.

Resources Expended

All expenditure is accounted for on an accruals basis. As far as possible costs are attributed directly to the various categories of charitable expenditure. Staff costs are allocated on the basis of estimated time spent on each activity by employees. General overheads are allocated in proportion to staff and direct costs for each activity.

Governance costs are those associated with the running of the charitable company.

Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation on fixtures, fittings and equipment is charged by the straight line method at 25% per annum in accordance with the estimated useful life of each asset.

Taxation

The company is a registered charity and no provision for taxation is required on its charitable activities.

The company is not registered for VAT and expenditure includes the cost of VAT where relevant.

Funds

Unrestricted funds can be used in accordance with any of the charitable objects of the charity at the discretion of the Directors.

Designated funds are set aside by the Directors out of unrestricted funds for specific future purposes or projects.

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.

Dr Bell's Family Centre

Notes to the Financial Statements for the Year Ended 31 March 2013

| 2. Project grants | Unrestricted Funds | Restricted Funds | Total 2013 | Total 2012 |
|---|-------------------------------|-----------------------------|-----------------------|-----------------------|
| | £ | £ | £ | £ |
| <i>for Family Centre running costs & development:</i> | | | | |
| City of Edinburgh Council Early Years | - | 43,572 | 43,572 | 43,549 |
| City of Edinburgh Council Early Intervention funding | - | 25,648 | 25,648 | 25,648 |
| Big Lottery Fund - <i>for development of the Centre</i> | - | 25,554 | 25,554 | 50,439 |
| Porticus UK | - | - | - | 10,000 |
| Garfield Weston Foundation - <i>core costs</i> | 5,000 | - | 5,000 | - |
| Souter Trust - <i>core costs</i> | 5,000 | - | 5,000 | - |
| The Christina Mary Hendrie Trust - <i>core costs</i> | 5,000 | - | 5,000 | - |
| Other grants - <i>core costs</i> | 3,504 | - | 3,504 | - |
| | 18,504 | 94,774 | 113,278 | 129,636 |
| <i>for Creche:</i> | | | | |
| City of Edinburgh Council Early Intervention funding | - | 25,648 | 25,648 | 25,648 |
| BBC Children in Need | - | 10,000 | 10,000 | 10,000 |
| Porticus UK | - | 9,993 | 9,993 | - |
| Communities & Families Fund | - | 6,243 | 6,243 | - |
| HBOS | - | 5,000 | 5,000 | - |
| RS Macdonald Charitable Trust | - | 5,000 | 5,000 | 5,000 |
| Ironmongers Company | - | 3,162 | 3,162 | - |
| Port of Leith Housing Association (wider role funding) | - | - | - | 5,052 |
| Other grants | - | 1,000 | 1,000 | 3,850 |
| | - | 66,046 | 66,046 | 49,550 |
| <i>for Families & food initiative:</i> | | | | |
| Edinburgh & Lothians Health Foundation | - | 11,730 | 11,730 | - |
| The 1970 Trust | - | 3,000 | 3,000 | - |
| Lloyds TSB Foundation for Scotland | - | - | - | 6,000 |
| The Triangle Trust 1949 Fund | - | - | - | 5,000 |
| Souter Charitable Trust | - | - | - | 5,000 |
| Other grants | - | 4,342 | 4,342 | 2,721 |
| | - | 19,072 | 19,072 | 18,721 |
| <i>for Trauma therapy:</i> | | | | |
| The Robertson Trust | - | - | - | 9,000 |
| Barcapel Foundation Limited | - | - | - | 7,563 |
| | - | - | - | 16,563 |
| <i>for Summer programme:</i> | | | | |
| Leith neighbourhood Partnership - Community grant | - | 3,000 | 3,000 | 2,678 |
| The Nancy Massey Charitable Trust | - | 2,000 | 2,000 | 2,000 |
| Other grants | - | 2,350 | 2,350 | 2,000 |
| | - | 7,350 | 7,350 | 6,678 |
| <i>for Cook school:</i> | | | | |
| The Clothworkers' Foundation | - | - | - | 5,000 |
| The Blackford Trust | - | - | - | 3,000 |
| Other grants | - | - | - | 3,000 |
| | - | - | - | 11,000 |
| <i>Other grants:</i> | | | | |
| Other grants | 300 | - | 300 | 500 |
| | 300 | - | 300 | 500 |
| Total project grants | 18,804 | 187,242 | 206,046 | 232,648 |

Dr Bell's Family Centre

Notes to the Financial Statements for the Year Ended 31 March 2013

| 3. Activities for generating funds | £ | £ |
|---|--------------|---------------|
| Room hire | 5,157 | 5,035 |
| Recharges for administrative costs and other services | 1,201 | 7,530 |
| | <u>6,358</u> | <u>12,565</u> |

| 4. Resources Expended | Family Centre £ | Creche costs £ | Families & food £ | Summer programme £ | Total c/f £ |
|---------------------------------|--------------------|-------------------|----------------------|-----------------------|----------------|
| Staff costs | 83,391 | 60,942 | 18,830 | 3,824 | 166,987 |
| Equipment & supplies | 403 | 1,200 | 6,955 | - | 8,558 |
| Programme costs | 13,099 | 100 | 350 | 959 | 14,508 |
| Occupancy costs | 13,783 | 5,311 | 5,311 | - | 24,405 |
| Office admin costs | 6,969 | 3,201 | 3,201 | - | 13,371 |
| Accountancy | - | - | - | - | - |
| Professional fees | 1,907 | 676 | 676 | - | 3,259 |
| Depreciation | 1,186 | - | 2,483 | - | 3,669 |
| Insurance | 646 | 324 | 324 | - | 1,294 |
| Total resources expended | <u>121,384</u> | <u>71,754</u> | <u>38,130</u> | <u>4,783</u> | <u>236,051</u> |

| | Total b/f £ | TAAP therapy £ | Governance costs £ | Total 2013 £ | Total 2012 £ |
|---------------------------------|----------------|-------------------|-----------------------|-----------------|-----------------|
| Staff costs | 166,987 | - | 4,316 | 171,303 | 181,914 |
| Equipment & supplies | 8,558 | - | - | 8,558 | 12,167 |
| Programme costs | 14,508 | 5,982 | - | 20,490 | 19,533 |
| Occupancy costs | 24,405 | - | 1,285 | 25,690 | 24,997 |
| Office admin costs | 13,371 | - | 704 | 14,075 | 12,356 |
| Accountancy | - | - | 1,860 | 1,860 | 1,860 |
| Professional fees | 3,259 | - | 172 | 3,431 | 3,171 |
| Depreciation | 3,669 | - | 62 | 3,731 | 4,044 |
| Insurance | 1,294 | - | 68 | 1,362 | 1,381 |
| Total resources expended | <u>236,051</u> | <u>5,982</u> | <u>8,467</u> | <u>250,500</u> | <u>261,423</u> |

Analysis of Staff costs

| | 2013 £ | 2012 £ |
|-----------------------------------|----------------|----------------|
| Gross salaries (net of SMP / SSP) | 160,498 | 170,216 |
| Social security costs | 9,030 | 10,506 |
| Total employed staff | 169,528 | 180,722 |
| Other costs incl. recruitment | 1,775 | 1,192 |
| Total staff costs | <u>171,303</u> | <u>181,914</u> |

Average full time equivalent number of employed staff: 8 8

No remuneration or expenses were paid to the directors during the year.

Independent Examiner's remuneration;

| | 2013 £ | 2012 £ |
|---|--------------|--------------|
| for accountancy and independent examination | 1,860 | 1,680 |
| for other services | - | 180 |
| | <u>1,860</u> | <u>1,860</u> |

Dr Bell's Family Centre

Notes to the Financial Statements (contd.)

5. Tangible Fixed Assets

Fixtures, fittings & Equipment

Cost or Valuation:

| | £ |
|-------------------------|---------------|
| At 1 April 2012 | 38,145 |
| Additions | 4,277 |
| Disposals | (1,052) |
| At 31 March 2013 | 41,370 |

Depreciation:

| | £ |
|-------------------------|---------------|
| At 1 April 2012 | 30,894 |
| Charge for year | 3,731 |
| On disposals | (1,052) |
| At 31 March 2013 | 33,573 |

Net Book Value:

| | £ |
|-------------------------|--------------|
| At 31 March 2013 | 7,797 |
| At 31 March 2012 | 7,251 |

6. Debtors

Amounts falling due within one year:

| | 2013 £ | 2012 £ |
|-------------------------------|--------------|--------------|
| Invoiced sales | 1,715 | 2,610 |
| Prepayments and other debtors | 1,174 | 462 |
| | 2,889 | 3,072 |

7. Creditors

Amounts falling due within one year:

| | £ | £ |
|-----------------------|--------------|--------------|
| Accruals | 6,084 | 4,278 |
| Tax & social security | 2,960 | 2,594 |
| | 9,044 | 6,872 |

Lease Commitments:

The company has signed a 10 year lease for the Centre premises at 15 Junction Place, Leith, Edinburgh which runs until 13 August 2016 at a present annual rental of £12,489, with an annual rent review on 1st April in each year.

The company has also signed a lease for office equipment, which expires within 2-5 years, at an annual rental £1,360 inclusive of VAT.

Dr Bell's Family Centre

Notes to the Financial Statements (contd.)

8. Movement in funds

| | At 1.4.12 | Movement in funds | | | At 31.3.13 |
|--|---------------|-------------------|------------------|----------------|---------------|
| | £ | Incoming £ | Outgoing £ | Transfers £ | £ |
| Restricted funds: | | | | | |
| Big Lottery Fund - <i>development</i> | 9,375 | 25,554 | (34,929) | - | - |
| CEC: Early years funding | 60 | 43,572 | (43,632) | - | - |
| CEC: Early intervention funding | - | 51,296 | (51,296) | - | - |
| Children in Need - <i>creche workers</i> | - | 10,000 | (10,000) | - | - |
| Creche costs - other funds | - | 30,398 | (30,398) | - | - |
| Creche equipment | 1,150 | - | (465) | (479) | 206 |
| Families & food | - | 19,422 | (19,422) | - | - |
| Cook school | 211 | - | (26) | (185) | - |
| Summer Programme | 3,824 | 7,350 | (4,783) | - | 6,391 |
| TAAP trauma therapy | 12,285 | - | (5,982) | - | 6,303 |
| Total restricted | <u>26,905</u> | <u>187,592</u> | <u>(200,933)</u> | <u>(664)</u> | <u>12,900</u> |
| Unrestricted funds: | | | | | |
| General fund | 62,409 | 45,802 | (45,836) | (3,613) | 58,762 |
| Fixed Asset Fund | 7,251 | - | (3,731) | 4,277 | 7,797 |
| Total unrestricted | <u>69,660</u> | <u>45,802</u> | <u>(49,567)</u> | <u>664</u> | <u>66,559</u> |
| Total funds | <u>96,565</u> | <u>233,394</u> | <u>(250,500)</u> | <u>-</u> | <u>79,459</u> |

9. Analysis of Net Assets Between Funds

| | General Fund £ | Fixed Asset Fund £ | Restricted Funds £ | Total Funds £ |
|------------------------------------|----------------------|--------------------------|--------------------------|---------------------|
| Tangible fixed assets | - | 7,797 | - | 7,797 |
| Debtors | 2,889 | - | - | 2,889 |
| Cash at bank and in hand | 64,917 | - | 12,900 | 77,817 |
| Creditors due within one year | (9,044) | - | - | (9,044) |
| Net assets at 31 March 2013 | <u>58,762</u> | <u>7,797</u> | <u>12,900</u> | <u>79,459</u> |