

**AGE CONCERN METROPOLITAN GATESHEAD LIMITED**  
**(A company without share capital limited by guarantee)**

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

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**Company No 1863488**

**Charity No 702561**

**Age Concern Metropolitan Gateshead Limited**

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**Legal and administrative information**

<b>Management Committee:</b>	Douglas Ball John Boyle (Chair) Tom Hornsby (Vice Chair) Muriel Hutchinson Maureen Middleton Christian Swinburne David Thompson
<b>Secretary:</b>	Anne Marshall
<b>Registered office:</b>	341-343 High Street Gateshead Tyne & Wear NE8 1EQ
<b>Auditor:</b>	McCready Page 505 Durham Road Low Fell Gateshead Tyne & Wear NE9 5EY
<b>Bankers:</b>	Abbey National Business Banking Centre PO Box 126 Newport Gwent NP19 7UP

**Report of the Management Committee for the year ended 31 March 2008**

The Management Committee presents its report and audited financial statements for the year ended 31 March 2008.

**Reference and Administration Information**

Charity Name:	Age Concern Metropolitan Gateshead Limited
Charity registration number	702561
Company registration number:	1863488
Registered Office and Operational address:	341 – 343 High Street, Gateshead, Tyne & Wear, NE8 1EQ

**Management Committee**

Douglas Ball	
John Boyle	Chair
Tom Hornsby	Vice Chair
Muriel Hutchinson	
Maureen Middleton	
Christian Swinburne	
David Thompson	

**Chief Officer and Secretary**

Anne Marshall

**Auditors**

McCready Page, 505 Durham Road, Low Fell, Gateshead, NE9 5EY

**Bankers**

Abbey National, Business Banking Centre, PO Box 126, Newport, Gwent, NE19 7UP

## Report of the Management Committee for the year ended 31 March 2008

### Structure, Governance and Management

#### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 14 November 1984. It registered with the Charity Commission on 23 February 1990. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

#### Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for one year and are eligible for re-election at the end of each year. The Memorandum and Articles of Association are currently being reviewed and amendments will be subject to agreement with the Members and the Charity Commission.

#### Trustees Induction and Training

The procedure for recruiting and appointing new trustees was reviewed in 2006. All new trustees receive a trustee welcome pack, which contains key policies, strategic plans, code of conduct etc. They also receive induction time with the Chief Officer and opportunities to visit services and activities as well as access to any relevant training.

#### Risk Management

The Management Committee are responsible for the management of the risks faced by the charity. Risks are identified, assessed and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis.

Key controls included are -

- agendas and minutes for Management Committee and any sub committees
- terms of reference for all Committees
- strategic plan 2006 – 9
- annual budget planning and monthly management accounts
- formal written organisational policies (which are regularly reviewed)
- established organisational structure and lines of reporting

The organisation's trustees are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

#### Organisational Structure

The Management Committee is currently made up of 7 trustees who meet on a six weekly basis and are responsible for the strategic direction and policy of the charity.

A line management scheme is in place with day to day responsibility for the management of the organisation resting with the Chief Officer. The Chief Officer is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. Day to day operational management is headed by individual team members using the reporting structures and line management to finally report to the Chief Officer.

**Report of the Management Committee for the year ended 31 March 2008**Related parties

The organisation continued to work closely with other voluntary organisations and statutory bodies during the year, including Gateshead Council and the other 8 Age Concerns in the North East. It also participated in a range of partnerships and committees in order to influence policy, practice and service delivery in relation to older people in Gateshead. Examples include being a key partner in the national Link Age Plus pilot in Gateshead providing preventative services for older people and The Fair Access to Care Network, and the Chief Officer represents Gateshead's voluntary sector on the Council of Governors at Gateshead Foundation NHS Trust and on the Health and Social Care Partnership

Role and Contribution of Volunteers

Age Concern Gateshead currently has 175 volunteers which includes 40 new volunteers who joined us during the year. Volunteers are vital in enabling us to provide our services and they take on a wide range of volunteering duties including driving, befriending, leading walking groups, administration, fundraising and helping in daycentres or with social groups. Volunteers don't just contribute their time but also bring with them a wide range of skills. We consult with them annually for their views on how we can improve their volunteering experience with us.

**Objectives and Activities**

The charity's mission statement is *to promote the wellbeing of older people in Gateshead and make later life a fulfilling and enjoyable experience*

The main objectives and activities for the year continued to be the provision of a wide range of services and activities with and for older people throughout Gateshead. These include

Good Companions	Befriending scheme for people who are very isolated
Day Centres	5 daycentres providing support, activities & friendship for people who are frail and housebound
Bereavement Support	One to one support via home visits
ActivAge	29 classes/activity groups per week (including Tai Chi, linedancing, yoga)
Advocacy	Support for people who need help speaking up for themselves in order to exercise their rights, solve problems
Age Resource	Individual and group computer sessions
Information & Advice	Help with a variety of issues including benefits, debt, housing, utilities and much more
Social Groups	Social opportunities for frail and housebound older people (including a Men's Group)
Travelling Companions	Support to enable frail older people visit loved ones in hospital/hospice or to keep hospital appointments
Timebank	Skills exchange community project

**Report of the Management Committee for the year ended 31 March 2008**

**Achievements and Performance**

Main Achievements

This year, despite continuing funding challenges, we have managed to sustain all our services and even develop some further. We provide services or activities to approximately 1,200 people per week. Significant achievements during the course of this year include.

- The organisation achieved the national Age Concern Quality Counts standard (which The Charity Commission has endorsed as being “compatible with the requirements in ‘Hallmarks on an Effective Charity’ and having an element of independent verification of meeting those standards.”). We were assessed as “a forward thinking and imaginative organisation with a very clear sense of purpose”
- We participated in a national Department of Work and Pensions pilot ‘Money Trail’ and provided information and advice to help people plan for retirement
- Gateshead Council reviewed all the advocacy services it helps fund and assessed our Advocacy Project as providing excellent outcomes for clients and very good value for money
- We continue to be part of the government’s Home Office GoldStar Volunteering Exemplar Programme and presented at its national conference on our volunteering policies and practices
- In 2007/08, we secured £903,133 in new benefits and allowance for older people in Gateshead – benefits which they were entitled to, and needed, but hadn’t claimed
- As part of the national government pilot Link Age Plus, we set up a new Timebank project last year and, during this year, the project had its first full year of operation. It has been successful in encouraging people to become more active in their communities and use and share skills to help each other with very positive results. Unfortunately, the Link Age Plus pilot finishes in 2008 but we will be seeking other sources of funding to try and sustain the project.
- Up to 700 people per week are attending our exercise classes and activity groups. During the year we launched a new class in cane defence and some additional chair based exercise sessions. We also set up and ran physical activities in partnership with Gateshead Sight Service for visually impaired older people (Tai Chi, gardening and swimming).
- We set up and ran a one year ‘Social Impact Demonstrators’ project, funded by UK-Online, which enables us to extend the work we do introducing older people to Information Technology.
- We were a key partner in organising Gateshead’s first Older People’s Festival in September 2007.
- The Financial Services Authority funded us to run a ‘Money Matters’ project which provided finance related information to 3,048 residents in Sheltered Accommodation schemes across Gateshead
- We continued to comply with Financial Services Authority regulations and further developed the range of trading products we offer.
- Sustaining our existing services during the year was a significant achievement in itself given another year of limited funding and the ongoing need to recruit additional volunteers to help us meet demand.

Thanks and recognition are deserved by our staff and volunteers for their hard work and commitment

**Financial Review**

Against the backdrop of limited resources and insecurities over funding, it has continued to be difficult to plan or develop services. Nevertheless the charity, with the aid of sound financial management and the support of both its staff and volunteers, increased expenditure on charitable activities in providing services for older people with

**Report of the Management Committee for the year ended 31 March 2008**

£594,399 in 2007/8 compared to £551,614 in 2006/7

The organisation experienced a significant fall in Insurance Commissions in 2006/7 following a change in the insurance company providing policy support. Age Concern Enterprises have reviewed and increased some of the commission rates resulting in a better trading result in 2007/08. In particular, two members of staff have qualified in utility sales and generated the highest level of sales in the whole country.

Work continues to review overheads and explore further income sources to ensure levels of services are maintained.

**Reserves Policy**

The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 2 and 4 months of the expenditure. Budgeted expenditure for 2008/9 is £676,549 and therefore the target is £112,758 to £225,516. The reserves are needed to meet the working capital requirements of the charity and the Management Committee are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding or an emergency. The current value of the group's unrestricted reserves is £87,335 (2007 - £80,175). The value of core fixed assets is £41,392 (2007 - £47,453) (note 16) so unrestricted reserves as defined above available to the charity are £45,943 (2007 - £32,722). Although there has been positive movement during the year, this is still below our target level so work continues to address this over the year.

**Plans for the future**

The charity's Strategic Plan for 2006 – 9 sets out their strategic aims

1. to reduce social isolation
2. to enable older people to have an adequate income
3. to enable older people to live independently
4. to provide and promote access to opportunities, activities and services which increase older people's physical, mental and spiritual wellbeing
5. to campaign and raise awareness of issues concerning older people
6. to maintain and develop Age Concern Gateshead as a financially stable and effective organisation with a motivated, committed and appropriately trained team of staff and volunteers

In order to achieve these aims the charity needs to maintain and develop all their existing services in order to meet demand.

The strategic plan and 2008/09 Annual Implementation Plan outlines some of the additional activities and targets for 2008/09. These include:

- enhanced volunteer recruitment activity
- review and upgrade constitution
- extension of Advocacy service



**Report of the Management Committee for the year ended 31 March 2008**

**Trustees' responsibilities in relation to the financial statements**

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to

Select suitable accounting policies and then apply them consistently

Make judgements and estimates that are reasonable and prudent

Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

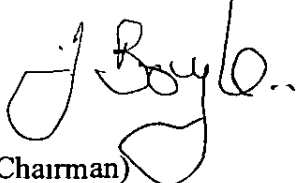
**Statement as to disclosure of information to the auditors**

So far as the trustees are aware, there is no relevant audit information (as defined by Section 234ZA of the Companies Act 1985) of which the company's auditors are unaware, and each trustee has taken all the steps that he or she ought to have taken as a trustee to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**Auditors**

A resolution will be proposed at the Annual General Meeting that McCready Page be re-appointed as auditors to the charity for the ensuing year.

Signed on behalf of the trustees

A handwritten signature in black ink, appearing to read 'J Boyle', with a stylized flourish at the end.

J Boyle (Chairman)

25 July 2008

**Independent Auditor's Report to the Members of Age Concern Metropolitan Gateshead Limited**

We have audited the financial statements of Age Concern Metropolitan Gateshead Limited for the year ended 31 March 2008 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out within them.

This report is made solely to the Members in accordance with section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the 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 Members of Age Concern Metropolitan Gateshead Limited for our audit work, for this report, or the opinion we have formed.

**Respective responsibilities of the management committee and auditors**

As set out in the Statement of Trustees' Responsibilities, the management committee is responsible for the preparation of the financial statements in accordance with applicable laws and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. 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 the Management Committee's Report is consistent with the financial statements. We also report to you, if in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit.

**Basis of 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 significant estimates and judgements made by the management committee in the preparation of financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the 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.

**Opinion**

In our opinion the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs at 31 March 2008 and of its net incoming 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, the information given in the Management Committee's Report is consistent with the financial statements.

**McCready Page LLP**  
**Registered Auditor**  
**Chartered Certified Accountants**  
Gateshead  
Tyne & Wear



25 July 2008

## Statement of Financial Activities

Year ended 31 March 2008

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds:</b>					
<i>Voluntary income</i>					
Donations	(2)	17,786	13,954	31,740	35,484
<i>Activities for generating funds</i>					
Retail activities		44,378		44,378	40,920
Commercial trading operations	(3)	65,759		65,759	66,473
Interest received		5,105		5,105	5,987
<b>Incoming resources from charitable activities</b>					
Grants	(4)	-	453,934	453,934	382,636
Other income		3,028	3,149	6,177	8,284
<b>Total incoming resources</b>		<b>136,056</b>	<b>471,037</b>	<b>607,093</b>	<b>539,784</b>
<b>Resources expended</b>					
Costs of generating voluntary income					
Fundraising trading cost of goods sold and other costs		1,998	-	1,998	2,084
<b>Charitable activities</b>		<b>126,032</b>	<b>468,367</b>	<b>594,399</b>	<b>551,614</b>
<b>Governance costs</b>		<b>3,866</b>	<b>-</b>	<b>3,866</b>	<b>7,985</b>
<b>Total resources expended</b>	(5)	<b>131,896</b>	<b>468,367</b>	<b>600,263</b>	<b>561,683</b>
<b>Net incoming/outgoing resources before transfers</b>		<b>4,160</b>	<b>2,670</b>	<b>6,830</b>	<b>(21,899)</b>
Transfers		3,000	(3,000)	-	-
<b>Net movement in funds</b>		<b>7,160</b>	<b>(330)</b>	<b>6,830</b>	<b>(21,899)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		80,175	105,601	185,776	207,675
<b>Total funds carried forward</b>		<b>87,335</b>	<b>105,271</b>	<b>192,606</b>	<b>185,776</b>

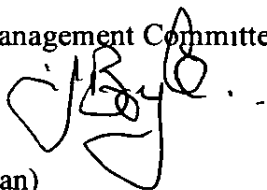
## Balance Sheet as at 31 March 2008

	Note	Group 2008 £	Group 2007 £	Charity 2008 £	Charity 2007 £
<b>Fixed assets</b>					
Tangible assets	(11)	44,166	51,047	44,165	51,047
Investments	(12)	-	-	2	2
		<u>44,166</u>	<u>51,047</u>	<u>44,167</u>	<u>51,049</u>
<b>Current assets</b>					
Debtors	(13)	67,002	40,489	65,292	34,914
Cash at bank and in hand		<u>131,619</u>	<u>117,415</u>	<u>125,948</u>	<u>111,592</u>
		<u>198,621</u>	<u>157,904</u>	<u>191,240</u>	<u>146,506</u>
<b>Creditors: Amounts falling due within one year</b>	(14)	<u>50,181</u>	<u>23,175</u>	<u>47,795</u>	<u>16,125</u>
<b>Net current assets</b>		<u>148,440</u>	<u>134,729</u>	<u>143,445</u>	<u>130,381</u>
<b>Net assets</b>		<u>192,606</u>	<u>185,776</u>	<u>187,613</u>	<u>181,430</u>
<b>Represented by:</b>					
Unrestricted funds		87,335	80,175	80,663	75,829
Restricted funds		<u>105,271</u>	<u>105,601</u>	<u>106,950</u>	<u>105,601</u>
<b>Total funds</b>	(15)	<u>192,606</u>	<u>185,776</u>	<u>187,613</u>	<u>181,430</u>

These accounts are prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small entities

Approved by the Management Committee on 25 July 2008 and signed on its behalf by

John Boyle (chairman)



## Notes forming part of the financial statements

Year ended 31 March 2008

**1 Accounting policies****Basis of accounting**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP) "Accounting and reporting by Charities" (SORP 2005) issued in March 2005, applicable UK Accounting Standards and the Companies Act 1985. The principal accounting policies adopted in the preparation of the financial statements are set out below.

**Group financial statements**

These financial statements consolidate the results of the charity and its wholly owned subsidiary Age Concern Trading Gateshead Limited on a line by line basis. A separate statement of financial activities and income and expenditure account are not presented for the charity itself following the exemptions afforded by section 230 of the Companies Act 1985 and paragraph 397 of the SORP.

**Company status**

The charity is a company limited by guarantee. In the event of the charity being wound up the liability in respect of the guarantee is limited to £1 per member of the management committee.

**Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the funder, donor or through the terms of an appeal.

**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, donations and gifts and is included in full in the Statement of Financial Activities when receivable. 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.
- Donated services and facilities 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.
- Clothing and other items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

## Notes forming part of the financial statements

Year ended 31 March 2008

**Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.
- 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.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

**2. Donations**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>2008</b>	<b>2007</b>
Donations received	2,524	4,297	6,821	1,832
Will Writing Days	905		905	778
Legacies received	12,899		12,899	21,097
Client contributions	1,458	9,657	11,115	11,777
	<b>17,786</b>	<b>13,954</b>	<b>31,740</b>	<b>35,484</b>

**3. Commercial trading operations**

The charity owns the issued share capital of Age Concern Gateshead Trading Limited, a company which is incorporated in England and Wales. The subsidiary is engaged in the business of Insurance Agents. A summary of the trading results is shown below:

	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	<b>65,759</b>	<b>66,473</b>
Administration expenses	(65,737)	(66,388)
Bank charges	-	(29)
FSA charges	-	-
<b>Net profit</b>	<b>22</b>	<b>56</b>
<b>The assets and liabilities of the subsidiary were:</b>		
Current assets	16,007	14,248
Current liabilities	11,637	9,900
<b>Total net assets</b>	<b>4,370</b>	<b>4,348</b>
<b>Aggregate share capital and reserves</b>	<b>4,370</b>	<b>4,348</b>

## Notes forming part of the financial statements

Year ended 31 March 2008

## 4 Grants received

	<b>Total funds 2008 £</b>	<i>Total funds 2007 £</i>
Health Action Zone	-	49,766
The Big Lottery Fund– Good Companions	27,903	36,335
Home Office - Goldstar	25,728	24,794
Gateshead Council	149,618	99,075
Link Age Plus	71,624	46,986
Gateshead Council Grants & Awards Scheme	10,300	-
Sport England	-	2,430
Northern Rock Foundation	43,490	41,186
Northern Rock Foundation (Regional)	1,000	-
The Kellett Fund	20,000	15,000
UK Online	17,986	-
Financial Services Authority (FSA)	38,145	-
Age Concern England		
Winter Warmth	1,000	-
Information and Advice	-	18,800
Age Discrimination Project	-	16,347
Money Trail	10,000	2,900
I & A Regional Strategy	-	4,800
Silver Surfers	-	1,200
Age Concern England – Joint Income	2,000	860
Christ's Hospital in Sherburn	5,000	-
Adult & Community Learning (GBC)	-	1,652
Bus Service Operators Grant	5,308	2,350
Warmzone	-	2,277
Charles Hayward Foundation	9,000	9,000
Awards for All	-	4,568
Lloyds TSB Foundation for England & Wales	11,025	-
The Cooperative Group Community Dividend Fund	930	-
William Leech Charitable Fund	3,317	-
Other Funds	560	2,310
	<b>453,934</b>	<b>382,636</b>

Notes forming part of the financial statements  
Year ended 31 March  
2008

5. Total resources expended													
Basis of allocation		Age	Day Centres	Charity Shop	Good Companions and advice	Information Transport group	Time bank	Governance	Total 2007				
		£	£	£	£	£	£	£	£				
Costs directly allocated to activities													
Shop costs	Direct	-	-	1,998	-	-	-	-	1,998 2,084				
Beneficiary costs	Direct	196	837	10,526	6,643	7,154	5,290	6,451	1,376 38,473 37,132				
Office costs	Direct	127	434	691	134	189	362	-	30 1,969 5,222				
Staffing costs	Direct	45,466	31,282	72,242	73,745	71,675	123,619	10,214	33,646 461,889 425 149				
Volunteer expenses	Direct	561	422	3,601	582	2,670	1,769	-	147 10,847 8,754				
Professional and legal fees	Usage							3,563	3,563 7,194				
Support costs allocated to activities													
Equipment and building costs	Floor space	255	1,192	535	477	18	459	822	- 52 3,810 3,221				
Administration and finance	Staff time	5,014	4,493	8,910	8,312	12,436	8,680	15,593	5,619 1,473 70,696 64 752				
Bank charges	Transactions	-	-	-	-	-	-	-	137 137 161				
Depreciation	Usage	545	586	1,390	1,091	-	1,150	1,876	- 243 6,881 8,014				
		52,164	39,246	97,895	90,984	15,549	91,977	149,331	22,284 36,967 3,866 600,263 561,683				



## Notes forming part of the financial statements

Year ended 31 March 2008

## 6. Net Incoming Resources for the Year

This is stated after charging	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Depreciation	<b>6,881</b>	<b>8,014</b>
Auditors remuneration	<b>3,498</b>	<b>4,228</b>

## 7. Staff costs and numbers

Staff costs were as follows:	<b>2008</b>	<b>2007</b>
	<b>£</b>	<b>£</b>
Salaries and wages	<b>402,755</b>	<b>371,213</b>
Social security	<b>37,447</b>	<b>34,943</b>
Pension costs	<b>15,945</b>	<b>13,045</b>
Total	<b>456,147</b>	<b>419,201</b>

No employee received an annual salary in excess of £60,000

The average number of employees during the year was as follows

	<b>Part time</b>	<b>Full time</b>	<b>2008 Total</b>	<b>2007 Total</b>
Core and support	<b>4</b>	<b>3</b>	<b>10</b>	<b>10</b>
Advocacy	<b>-</b>	<b>1</b>	<b>1</b>	<b>1</b>
Age Resource	<b>2</b>	<b>-</b>	<b>2</b>	<b>1</b>
Activage		<b>2</b>	<b>2</b>	<b>2</b>
Day Centres	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>
Good Companions	<b>2</b>	<b>1</b>	<b>3</b>	<b>2</b>
Information and Advice	<b>4</b>	<b>2</b>	<b>6</b>	<b>3</b>
Transport Group	<b>1</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Total</b>	<b>14</b>	<b>10</b>	<b>24</b>	<b>22</b>

**Notes forming part of the financial statements**

**Year ended 31 March 2008**

**8. Pension Scheme**

Age Concern Gateshead provides access to a registered Stakeholder Personal Pension Scheme and to a Group Personal Pension Scheme for all staff. Both schemes are offered through Scottish Equitable, one of the leading group pension providers in the United Kingdom. The Stakeholder Personal Pension Scheme is as good as the Personal Pension Scheme in that charges can be no more than 1% of fund value per annum and there is no penalty on plan preservation or transfer.

Age Concern Gateshead enhances the salary of any employee who wishes to join either Scheme, after 3 months of continuous employment, by 5% to enable the employee to contribute 10% of salary to one of the Schemes. Contributions are deducted from pay. In addition, members of the Group Personal Pension Scheme are entitled automatically to non-contributory life assurance equal to twice the value of the enhanced salary and Waiver of Contribution is an option to protect the employee from loss of pension contributions after 6 months of disability or accident which prevent the employee from being able to carry out normal tasks of his or her employment.

**9. Trustee Remuneration and Related Party Transactions**

No members of the management committee received any remuneration during the year. Travel expenses amounting to £242 (2007 - £123) were reimbursed to the members of the management committee.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2007 – nil).

**10. Taxation**

As a charity, Age Concern Metropolitan Gateshead Limited is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 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.

## Notes forming part of the financial statements

Year ended 31 March 2008

**Tangible fixed assets****11. - group**

	Activage £	Age Resource £	Information & Advice £	Good Companions £	Core £	Total £
<b>Cost</b>						
At 1 April 2007 and at 31 March 2008	1,570	2,151	19,609	2,000	111,110	136,440
<b>Depreciation</b>						
At 1 April 2007	967	1,240	18,010	1,519	63,657	85,393
Charge for year	298	162	240	120	6,061	6,881
At 31 March 2008	1,265	1,402	18,250	1,639	69,718	92,274
<b>Net book values</b>						
At 31 March 2008	305	749	1,359	361	41,392	44,166
At 31 March 2007	603	911	1,599	481	47,453	51,047

**12. Investments**

	2008 £	2007 £
Two ordinary shares in Age Concern Gateshead Trading Limited	2	2

**13. Debtors**

	Group 2008 £	Group 2007 £	Charity 2008 £	Charity 2007 £
Trade debtors	54,435	37,730	45,125	22,850
Amounts owed to group	-	-	9,781	9,260
Other debtors	2,343	1,322	162	1,367
Prepayments	10,224	1,437	10,224	1,437
	67,002	40,489	65,292	34,914

## Notes forming part of the financial statements

Year ended 31 March 2008

## 14. Creditors: amounts falling due within one year

	<b>Group 2008 £</b>	<b>Group 2007 £</b>	<b>Charity 2008 £</b>	<b>Charity 2007 £</b>
Grants received in advance	33,230	7,687	31,374	637
Taxation and social security	10,289	10,445	10,288	10,445
Other creditors	2,633	899	2,633	899
Accruals	4,029	4,144	3,500	4,144
	<b>50,181</b>	<b>23,175</b>	<b>47,795</b>	<b>16,125</b>

## 15. Statement of group funds

	<b>At 1 April 2007 £</b>	<b>Incoming Resources £</b>	<b>Resources Expended £</b>	<b>Transfers £</b>	<b>At 31 March 2008 £</b>
<b>Unrestricted funds</b>					
Core and retail	80,175	298,347	294,187	3,000	87,335
<b>Restricted funds</b>					
Advocacy	12,586	21,239	30,637	-	3,188
Age Resource	1,032	33,034	22,768	-	11,298
Activage	66,145	55,198	55,794	-	65,549
Day Centres	118	58,409	55,262	3,000	265
Good Companions	3,104	62,074	56,900	-	8,278
Information and Advice	22,616	78,792	84,715	-	16,693
<b>Total restricted funds</b>	<b>105,601</b>	<b>308,746</b>	<b>306,076</b>	<b>3,000</b>	<b>105,271</b>
<b>Total funds</b>	<b>185,776</b>	<b>607,093</b>	<b>600,263</b>	<b>-</b>	<b>192,606</b>

## Notes forming part of the financial statements

Year ended 31 March 2008

## 16. Analysis of group net assets between funds

	<b>Fixed Assets</b>	<b>Debtors</b>	<b>Bank Account</b>	<b>Current liabilities</b>	<b>Net assets as at 31 March 2008</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Core and retail	41,392	36,975	55,402	(46,434)	87,335
Advocacy	-	-	3,314	(126)	3,188
Age Resource	749	1,000	9,596	(47)	11,298
Activage	305	15,352	51,298	(1,406)	65,549
Day Centres	-	3,663	(1,889)	(1,509)	265
Good Companions	361	3,573	4,828	(484)	8,278
Information and Advice	1,359	6,439	9,070	(175)	16,693
	<b>44,166</b>	<b>67,002</b>	<b>131,619</b>	<b>(50,181)</b>	<b>192,606</b>