

BATIAS Independent Advocacy Service

Trustees Report and Accounts

For the year ended

31st March 2006

Registered charity no: 1016226

Company no: 2776330



BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

The Trustees present their report and the audited financial statements for the year ended 31st March 2006.

Legal & administrative details

Status

The charity (charity registration no 1016226) is a private company (company no. 276330), limited by guarantee, and is therefore governed by a memorandum and articles of association. It is exempt under Section 30 of the Companies Act 1985 from the use of " Limited" within its name.

Principle Address

The Beehive
Voluntary & Community Resource Centre
West Street
Grays,
Essex,
RM17 6XP

This is also the company's registered office

The Charity's professional advisers are as follows;

Auditors:

Kingston Smith LLP
Orbital House,
20 Eastern Road,
Romford,
Essex,
RM1 3PJ

Bankers

Lloyds TSB Bank plc
34 High Street
Grays
Essex
RM17 6SL

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

1. Trustees and Governance

The Trustees retire and are re-elected onto the Board by full voting members at AGM. New Trustees can be appointed to the Board during the year, but they must also retire at the AGM and be re-elected. The minimum number of Board members is 3 with a maximum of 15. All Board members will be subject to a Criminal Records Bureau check.

Those who serve as trustees and are also directors of the company, during the year were as follows:

R Chapman	P. Mardon
S Fisher	Ms S Wilsdon
C Watts	C. Lambert
S. Langsdale	T. Milsom
S. Campion	

P Mardon resigned May 2006

Chief Executive Officer Carole Houghton

Volunteer Co-ordinator Angie Cahill

Advocacy Manager- Brentwood Office Helen Blerkom

Advocacy Manager- Southend Office Eileen Carter

BATIAS recruits Board members through editorial in local papers and through community events. Their participation and involvement with the service, must not only reflect the skills and experiences that they can bring to the organisation but also their belief in the ethos of advocacy and the desire to make positive changes in the lives of people with learning difficulties. As part of the review of the governance practices and procedures, any person wishing to become a Trustee will now be invited to attend an interview. This will enable the Board to not only gain a greater understanding of the individual volunteer and their reasons for wanting to be part of BATIAS but it will also provide an opportunity to explain the legal obligations of the post and the expectation and the commitment required to be an effective Trustee.

Each Board member receives a detailed Handbook and is offered the opportunity to undertake both external and internal training. Based upon the governance requirements of the organisation every Board member is assigned a special area of responsibility that relates to their own personal skills. Three sub-groups are to be established, HR, Health & Safety and Fund Raising to enable more specific and focussed discussions to be held. Any decisions taken in these groups will be fed back for final approval at the Board meetings.

The Chief Executive who is also the Company Secretary is responsible for managing the service on a day to day basis, this will include maintaining regular contact with the management team as listed above to ensure effective delivery of the BATIAS service. A report is submitted to the Board members at the six weekly Board meetings by the Chief Executive, the Volunteer Co-ordinator and the two local Advocacy Managers.

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

These highlight key issues of concern and where decisions need to be made. The current financial status is also discussed at every meeting

All of the staff works closely with a wide range of other organisations and services in Health, Social Care, Voluntary and Community Groups. The Chief Executive is a Board member of the Basildon, Billericay and Wickford CVS and sits on the Learning Disability Partnership Boards of Southend and Thurrock.

Statement of Trustees Responsibilities

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, who are also directors to prepare financial year end figures which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing those financial statements the directors are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

Risk Review

The Trustees recognise that it is best practice to conduct their own review of the major risks to which the charity is exposed and ensure systems are established to mitigate those risks. The Trustees have developed a three-year Business plan which is reviewed annually and a Risk Management plan which considers the four main areas of the service, Governance and Management, Operational, Finance and Compliance. Internal risks have been minimised by the implementation of procedures for the authorisation of all transactions and projects. These procedures will be annually reviewed to ensure that they still meet the needs of the charity.

In addition to this BATIAS uses the PQASSO model of quality control to ensure that it consistently delivers quality in all aspects of its activities. These procedures are reviewed on an annual basis to ensure that they still meet the needs of the charity and to consider whether any additional risks have become apparent.

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

Objectives

The Objects, as set out in the Memorandum of Association are:

To relieve young people and adults with learning difficulties and/or physical impairments and/or mental ill health who cannot realise their full potential and lead fulfilling lives without assistance, particularly by the provision of a service to (a) assist such persons to obtain their full rights and privileges as a citizen and (b) provide advice to such persons

Review of Activities

The organisation appreciates the continued support of its funders and actively seeks to secure further funding which will enable it to not only provide its core service but to also develop projects that will meet specific needs of our service users. BATIAS therefore, plans to continue with all of its current activities in the foreseeable future through the provision of formal, self and citizen advocacy

Changes, Developments and Achievements

The year 2005/6 has been another year of growth for the organisation with an increase in income of 18%. This has been achieved by securing additional grants from The Big Lottery, Essex Community Foundation and Connexions. A successful tender from Essex County Council further enabled BATIAS to set up a self-advocacy group in Brentwood.

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

Service Provision

The service continued to work towards achieving the Marketing Objectives set out in the Business Plan 2004-07, these were:

- **To increase annually by 5% over three years the number of people supported by formal and self-advocacy-** figures for formal advocacy this year show an increase of 33% on 2004/05. This represents a huge level of individual support that the formal advocates have undertaken, often working on very complex cases including child protection and abuse of vulnerable adults. The self-advocacy figure also record a large increase of 70% and shows the real need and level of empowerment that people gain through attending self-advocacy groups. Within both of the areas the level of support has exceeded the objective that was set in 2004 of a 5% increase. The ongoing demand for both formal and self-advocacy reflects the changes in service provision by the local social care, health providers and the greater number of people living inclusively within the local community.
- **To extend the offer of citizen advocacy-** three-year funding has been secured from the Big Lottery which has enabled the organisation to employ a citizen advocacy supervisor covering Basildon. Two one-year grants from Essex County Council has further extended the hours of advocacy support in Basildon and enabled the organisation to also employ a citizen advocacy supervisor in Brentwood. BATIAS achieved its first year outcomes for the Big Lottery, by establishing 7 active partnerships, participated in a wide range of community events and introduced a further 4 volunteers into the organisation who help with the promotion of the BATIAS service. BATIAS currently has 40 citizen advocacy partnerships with a waiting list of 111
- **To extend service user involvement on the Thurrock Partnership Board from 4-20 over a three year period-**in the second year of this contract 25 people have been participating in the local community groups, supporting their representatives on the Thurrock Partnership Board. The number of community groups meeting on a regular basis has increased to 6 and a new Co-Chair was elected at the beginning of April 06.
- **To establish a BATIAS service user forum with 9 people involved from all 3 locations-** A one-year grant from Essex Community Foundation has enabled 25 services users to become involved with the strategic direction of the organisation, with 12 participating on a regular basis through the 3 local self-advocacy groups. Accessible training courses have been run and well attended. Extensive use has been made of the lap top computers that contain specific IT programmes for people with limited communication skills and at the AGM in November, 8 individual service users gave short presentations, this included people who are non-readers and writers. Over 60 service user attended the AGM, which was held this year at Southend SAVS

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

- To investigate the opportunities of working with 24 young people going through Transition- BATIAS secured a one year grant through Connexions to set up self-advocacy groups at the St Christopher's School in Leigh on Sea. The project was well received with the Facilitators supporting 25 students during the year. Two pupils came along to the BATIAS AGM. At the end of the project the Facilitators were given many letters of thanks and appreciation for all of the help and support that they had given and the school was sad to see them go.

Other Services:

Women's self-advocacy health groups in Brentwood, Basildon and Wickford through funding from the BBBW PCT. A one-day Women's Health Conference was held in September with around 50 service users attending from across South Essex. This was in addition to the weekly self-advocacy group meetings that enable the group members to discuss in greater depth key areas of concern with regards to health awareness. Funding for this three year project will finish in December 2006. The Chief Executive will be looking to secure continued financial support from another external grant making body and to extend the offering to facilitate men's self-advocacy health groups as well.

Plans for the Future, 2005-06

Essex County Council

BATIAS was served notice in December 2005, on all of its Essex County Council contracts with a final date of delivery on the 31st March 2005. It was the intent of the Council to reduce the number of advocacy providers from 12 to 5 and a Corporate Procurement process was put into place. BATIAS secured 2 contracts from the 5 available, retaining its service area of South Essex but with a reduction in income of £40,000. The new contracts although based upon the ethos of advocacy also incorporated the key principles of the 'In Control' project and the Green Paper, 'Independence, well being and choice' in enabling people with learning disabilities to move towards that of self-directed support.

This necessitated in the restructuring of the staff but did not require any redundancies and an additional member of staff was recruited externally. It has also enabled the organisation to employ 4 people with learning disabilities to assist with self-advocacy groups and to provide administrative support to the MP's at the Essex People's Parliament.

Southend Social Care

Southend Social Care have extended their service level agreement for another two years and increased the advocacy support on health provision.

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

Thurrock Council

Thurrock Council has given BATIAS notice on all of their contracts, user involvement will continue until March 31st 2007, unfortunately formal advocacy finishes June 30th 2006. A corporate procurement process is in place with Thurrock Council looking to set up a register of approved advocacy providers based upon supporting people with disabilities. BATIAS will be submitting an application but unfortunately the formal advocate has been made redundant. The new providers will be in place by the end of July 2006. The tender for the user involvement will take place in October 2006.

External Environment

The method of commissioning services from voluntary organisations is moving completely towards that of corporate procurement with clearly defined outcomes set against any monies awarded. This in essence is not a problem within the BATIAS service provision but there is an increased expectation in the level of work to be given, particularly with regards monitoring and a reduction in the money available to do the work. Despite government recommendations, funders are unhappy to meet full cost recovery and fail to understand the difficulties that this can cause for smaller organisations.

There are real financial implications for BATIAS as confirmed income for 2006-7 currently stands at £80,000 less than 2005-6. The Chief Executive, with the support of the BATIAS Board is doing everything to re-address the shortfall and applications have been submitted to the Big Lottery, BBW PCT and Essex County Council. This will total £55,000. Further applications for specific advocacy projects will be undertaken during the year. The Business Plan will be updated to reflect the enormous changes in service provision and new Government Legislation. BATIAS is still committed to providing formal, self-and citizen advocacy and to support and empower service users as their lives become affected by these changes

Contribution of Volunteers

Citizen Advocacy is dependent upon the recruitment of volunteers from the local communities who develop long term partnerships with a person with a learning difficulty. We have successfully established 40 partnerships with some volunteers visiting their partners on a weekly basis, while others maybe twice a month. In addition to citizen advocates BATIAS has volunteers who help to promote the organisation at community events and with fundraising. The Board of Trustees also gives their time voluntarily and we are most appreciative of this support.

The approximate financial contribution to the organisation through volunteering is £95,000.

Effectiveness of Fundraising

The delivery of core advocacy provision continues to be funded by local authorities through agreed service level agreements. The organisation recognises that increasingly independent sources of income need to be found that will enable the service to meet a wider range of needs. The Chief Executive is looking at the opportunities of establishing an element of the current service provision as a Social Enterprise and is attending

BATIAS Independent Advocacy Service

Trustees Report

For the year ended 31st March 2006

training which will enable her to evaluate and advise the Board whether this is a viable option.

The BATIAS Board have agreed that it would be best practice to employ a corporate/community fundraiser, but only if a grant could be found that would meet the annual salary of the post holder. Investigations are being made into external trusts to see if this is a possibility. A small level of community fundraising does take place and it is hoped that further events will be developed through out the year. Any money raised will support Citizen Advocacy and volunteer development.

Reserves Policy

95% of BATIAS's income is derived from grants/ service level agreements, of which none are guaranteed beyond their current agreement period. It is therefore the policy of the Board of Directors to hold at least 6 months expenditure in free reserves which will safeguard the continued provision of the services for a period long enough to obtain alternative sources of funding.

The free reserves stood at £135,987

Auditors

On 1st May 2006, Kingston Smith transferred their business to Kingston Smith LLP, a limited liability partnership incorporated under the Limited Liability Partnership Act 2000. The company's consent has been given to treating the appointment of Kingston Smith as extending to Kingston Smith LLP under the provision of section 26(5) of the Companies Act 1989. Kingston Smith LLP have indicated their willingness to continue in office and in accordance with the provisions of the Companies Act and a resolution to re-appoint Kingston Smith Chartered Accountants and Registered Auditors as auditors will be put to the members at the Annual General Meeting.

The accounts have been prepared in compliance with:

- The Companies Act 1985
- The requirements of the memorandum and articles of association
- The requirements of the Statement of Recommended Practice, " Accounting and Reporting by Charities (2005)

On behalf of the Board

The Beehive
Voluntary & Community Resource Centre
West Street,
Grays,
Essex, RM17 6XP



C. Watts, Chairman

Date:.....20/09/06.....

BATIAS Independent Advocacy Service

Auditors Report to The Members

For the year ended 31st March 2006

We have audited the financial statements of BATIAS Independent Advocacy Service for the year ended 31st March 2006, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

This report is made solely to the charitable company's members in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken for no purpose other than to draw the attention of the charitable company's members to those matters which we are required to include in an auditor's report addressed to them. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and the charitable company's 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 BATIAS Independent Advocacy Service for the purposes of company law) responsibilities for preparing the Trustee's 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 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, or if information specified by law regarding trustee's remuneration and transactions is not disclosed.

We read the Trustees' Annual Report, which incorporates the Directors' Report required by the Companies Act 1985, and report to you on our opinion on whether it is consistent with the audited financial statements.

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 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 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.

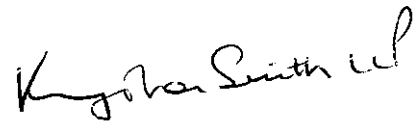
BATIAS Independent Advocacy Service
Auditors Report to The Members
For the year ended 31st March 2006

Opinion

In our opinion the financial statements give a true and fair view, in accordance with the United Kingdom Generally Accepted Accounting Practise, of the state of the charitable company's affairs as at 31 March 2006 and of its incoming resources and application of resources, including the income and expenditure of the charitable company for the year then ended and have been properly prepared in accordance with the Companies Act 1985 and the Trustees' Annual Report is consistent with the financial statements.

Orbital House
20 Eastern Road
Romford
Essex
RM1 3PJ

Date: 27th September 2006



Kingston Smith LLP
Chartered Accountants
and Registered Auditors

BATIAS Independent Advocacy Service
Statement of Financial Activities
For the year ended 31st March 2006
Summary Income and Expenditure Account

	Note	Restricted £	Unrestricted £	Total 2006 £	Total 2005 £
Incoming Resources					
Incoming resources from charitable activities:					
Donations, legacies and similar incoming resources	2	16,512	332,856	349,368	295,998
Incoming resources from generated funds:					
Investment income	3	-	4,046	4,046	3,156
Total Incoming Resources		16,512	336,902	353,414	299,154
Resources Expended					
Charitable activities		20,986	317,216	338,202	301,987
Governance costs		-	2,761	2,761	2,613
Total Resources Expended	4	20,986	319,977	340,963	304,600
Net Income/(Expenditure) for the Year before transfers	5	(4,474)	16,925	12,451	(5,446)
Transfer between funds		1,272	(1,272)	-	-
Net Income/(Expenditure) for the Year after transfers		(3,202)	15,653	12,451	(5,446)
Funds at 1st April 2005		3,202	120,334	123,536	128,982
Funds at 31st March 2006		-	135,987	135,987	123,536

There are no other recognised gains or losses in the year other than as shown above.

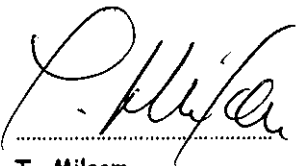
BATIAS Independent Advocacy Service

Balance Sheet

As at 31st March 2006

	Note	£	2006 £	£	2005 £
Fixed Assets	8		16,225		2,088
Current Assets					
Debtors	9	11,008		10,015	
Cash at bank and in hand		<u>133,223</u>		<u>146,550</u>	
		144,231		156,565	
Creditors: Amounts falling due within one year	10	<u>24,469</u>		<u>35,117</u>	
Net Current Assets			<u>119,762</u>		<u>121,448</u>
Total assets less current liabilities			<u><u>135,987</u></u>		<u><u>123,536</u></u>
Reserves					
Restricted funds	11		-		3,202
Unrestricted funds	11		<u>135,987</u>		<u>120,334</u>
			<u><u>135,987</u></u>		<u><u>123,536</u></u>

For and on behalf of the Management Committee



T. Milsom
(Treasurer)

Date: 20/9/06

BATIAS Independent Advocacy Service

Notes to the Financial Statements

For the year ended 31st March 2006

1 Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the charity's financial statements.

Basis of accounting

The financial statements have been prepared on the historical cost basis in accordance with applicable accounting standards, the Companies Act 1985, and follow recommendations in the Statement of Recommended Practice: "Accounting and Reporting by Charities (2005)".

Fixed assets

Fixed assets are recorded at cost or, in cases where fixed assets have been donated to BATIAS Independent Advocacy Service, at valuation at the time of acquisition.

Depreciation

Depreciation has been provided at the following rates in order to write down the cost or valuation, less estimated residual value, of all tangible fixed assets, with the exception of freehold land, by equal annual instalments or a reducing balance method at the following rate:

Fixtures and fittings	15% Reducing balance
Office equipment	33% Straight line

Voluntary income and donations

Voluntary income represents amounts received and recorded at offices and projects during the year.

Fees, Contributions and Grants

Income through fees, contributions and grants is recognised in the accounts on an accruals basis.

Investment income

Investment income is recognised in the accounts when it is received.

Value added tax

As the majority of BATIAS Independent Advocacy Service's activities are classified as exempt or non-business activities for the purpose of value added tax, BATIAS Independent Advocacy Service is unable to reclaim all the value added tax which it suffers on its purchases. Expenditure in these financial statements is therefore shown inclusive of value added tax.

Taxation

No provision has been made for corporation tax or deferred tax as the charity is a registered charity and is therefore exempt.

Pension Scheme Arrangements

The charity makes contributions to a money purchase contribution scheme, the assets of the scheme being held separately from the assets of the company. The pension charge represents contribution payable to the scheme.

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2006

2 Donations, legacies and similar incoming resources

	Restricted funds	Unrestricted funds	Total 2006	Total 2005
Grants and donations	£	£	£	£
Essex County Council Social Care	-	171,906	171,906	165,482
Southend Social Care	-	30,087	30,087	29,147
Thurrock Social Care	-	59,449	59,449	62,724
Billericay, Brentwood & Wickford PCT	-	3,984	3,984	15,471
ECC Grants to Voluntary Organisations	-	23,333	23,333	-
Connexions	-	21,314	21,314	-
Hedgerows	-	1,821	1,821	-
Big Lottery Fund	16,512	-	16,512	-
Thurrock PCT	-	-	-	3,235
Thurrock Council	-	-	-	7,000
Essex Community Foundation	-	-	-	6,667
Lloyds TSB Foundation	-	6,103	6,103	3,202
Castle Point and Rochford PCT	-	-	-	2,000
Others	-	14,859	14,859	1,070
	<u>16,512</u>	<u>332,856</u>	<u>349,368</u>	<u>295,998</u>

3 Investment income

	2006 £	2005 £
Interest received	<u>4,046</u>	<u>3,156</u>

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2006

4 Total resources expended

	Direct Charitable £	Support Costs £	2006 £	2005 £
Wages and salaries	172,922	93,112	266,034	244,806
Rent, rates and water	-	10,405	10,405	9,571
Telephone	-	3,157	3,157	3,967
Printing, stationery and postage	-	14,425	14,425	6,173
Insurance	-	2,969	2,969	1,738
Travel	19,351	-	19,351	15,354
Audit fee	-	2,761	2,761	2,613
Depreciation	-	7,306	7,306	368
Recruitment costs	-	756	756	3,226
Electricity	-	528	528	425
Repairs and maintenance	-	865	865	3,664
Legal and professional	-	3,040	3,040	632
Training costs	-	4,267	4,267	3,349
Subscriptions	-	361	361	297
Function costs	-	351	351	1,208
Bank charges	-	536	536	441
Other expenses	-	3,851	3,851	6,768
	<u>192,273</u>	<u>148,690</u>	<u>340,963</u>	<u>304,600</u>

The support costs mentioned above have not been split between the activities of the charitable company because the trustees believe that the cost of such a task outweighs the benefit.

5 Net incoming/(outgoing) resources before transfers

The net incoming/(outgoing) resources before transfers is stated after charging:

	2006 £	2005 £
Depreciation	7,306	368
Auditors' remuneration	<u>2,761</u>	<u>2,613</u>

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2006

6 Trustee directors and employees

Staff costs, including directors' remuneration were as follows:

	2006 £	2005 £
Wages and salaries	<u>266,034</u>	<u>244,806</u>

The total wages charge consists of gross wages of £241,306 (2005 - £223,837), social security costs of £20,619 (2005 - £17,467) and pension costs of £4,109 (2005 - £3,502). The average monthly number of people employed by the company during the year was 21 (2005 - 21).

No member of staff receives an annual salary in excess of £60,000.

The amount of expenses reimbursed to the trustees during the year was £nil (2005 - £nil).

7 Taxation

All of the charity's income is applied for charitable purposes and is therefore the charity is exempt from corporation tax.

8 Tangible fixed Assets

	Office Equipment	Fixtures and fittings £	Total £
Cost			
At 1st April 2005	-	8,224	8,224
Additions	20,603	840	21,443
At 31st March 2006	<u>20,603</u>	<u>9,064</u>	<u>29,667</u>
Depreciation			
As at 1st April 2005	-	6,136	6,136
Charge for year	6,867	439	7,306
As at 31st March 2006	<u>6,867</u>	<u>6,575</u>	<u>13,442</u>
Net book value			
At 31st March 2006	<u>13,736</u>	<u>2,489</u>	<u>16,225</u>
At 31st March 2005	<u>-</u>	<u>2,088</u>	<u>2,088</u>

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2006

9 Debtors

	2006	2005
	£	£
Trade debtors	8,028	7,176
Prepaid expenses	2,980	2,839
	<u>11,008</u>	<u>10,015</u>

10 Creditors

	2006	2005
	£	£
Accrued expenses	3,222	3,327
PAYE & NI	-	5,171
Deferred income (see below)	21,247	26,619
	<u>24,469</u>	<u>35,117</u>

Deferred income	£	£
Connexions	1,200	5,254
C/A Castlepoint & Rochford	5,595	-
C/A Basildon	2,500	-
Billericay, Brentwood & Wickford PCT	11,952	-
Thurrock Women's Health	-	2,311
Essex Community	-	3,333
Lloyds TSB	-	6,103
Thurrock Social Care	-	9,618
	<u>21,247</u>	<u>26,619</u>

BATIAS Independent Advocacy Service
Notes to the Financial Statements
For the year ended 31st March 2006

11 Reserves

	Restricted £	Unrestricted £	Designated £	Total £
Brought forward	3,202	102,491	17,843	123,536
Net incoming/(outgoing) resources	(4,474)	16,925	-	12,451
Transfer between funds	1,272	(1,239)	(33)	-
Carried forward	<u>0</u>	<u>118,177</u>	<u>17,810</u>	<u>135,987</u>

Restricted Funds

	Brought Forward £	Income £	Expenditure £	Transfers From General Funds £	Carried Forward £
Big Lottery Fund	-	16,512	(17,784)	1,272	-
Lloyds TSB Foundation for England and Wales	3,202	-	(3,202)	-	-
	<u>3,202</u>	<u>16,512</u>	<u>(20,986)</u>	<u>1,272</u>	<u>-</u>

The designated reserve represents a provision in respect of redundancy costs.

The reserves are analysed as follows:

	Restricted £	Unrestricted £	Designated £	Total £
Tangible fixed assets	-	16,225	-	16,225
Current assets	-	126,421	17,810	144,231
Current liabilities	-	(24,469)	-	(24,469)
	<u>-</u>	<u>118,177</u>	<u>17,810</u>	<u>135,987</u>

BATIAS Independent Advocacy Service

Treasurers Report

For the year ended 31st March 2006

Total incoming resources for 2005/06 including bank interest were £353,414 (2004/05 comparative £299,154) Total monies expended for the year was £340,963 (2004/05 £304,600) This resulted in a small surplus of £12,451 for the financial year ending 31st March 2006, with the free reserves standing at £135,987. The Board recognises that with the current level of income and expenditure, this sum represents less than three months running costs. The Charity Commission recommends that 6 months is held and the Board will be looking to increase this if at all possible, to continue to secure the long term financial sustainability of the organisation. Within the £135,987 there is a designated sum of £17,810 which consists of funds which recognises the charities statutory obligation to its employees in the unlikely event that the charity is wound up.

The sum of £21,247, shown in the accounts, note 10, was part funding received in advance for the provision of a service to be delivered both in 2005/06 and 2006/07, this sum will be recorded in the opening balances in next years accounts.

In recognition of the need to provide increasingly detailed financial information, BATIAS has employed a Finance Administrator who has set up a cost centred programme across the organisation. This will enable the Board of Directors to look at the viability of the both the offices and the individual service level agreements.

The Board of Trustees will be investigating the development of an investment policy that will follow the guidelines of the Charity Commission.

I would like to thank all of the finance and administrative staff, Erika McCusker and Jo Murphy, for their assistance with payroll and accounting matters.

The accounts have been professionally audited by Kingston Smith LLP of Romford, duly authorised by the BATIAS Board of Directors and signed copies will be lodged with Companies House and the Charity Commission, as required by regulations and legislation. I recommend to the Board that Kingston Smith LLP be appointed as Auditors to BATIAS for the forthcoming year.



T, Milsom
Treasurer.