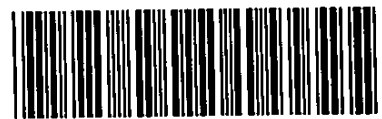


**Charity Registration Number – 1126764**  
**Company Registration Number - 06400981**

**FADS A FAMILY SERVICE**  
**(A Company Limited by Guarantee)**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 OCTOBER 2013**

WEDNESDAY



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22/01/2014  
COMPANIES HOUSE

Broomfield & Alexander Limited  
Chartered Accountants & Registered Auditors  
Waters Lane Chambers  
Waters Lane  
NEWPORT  
NP20 1LA

**FADS A FAMILY SERVICE**  
**ANNUAL REPORT AND**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 OCTOBER 2013**

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**FADS A FAMILY SERVICE  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>Charity Registration Number</b>	1126764
<b>Company Number</b>	06400981
<b>Governing Document</b>	Trust Deed dated 18 November 2008
<b>Trustees</b>	C Griffiths G J Roberts H V Boggis A Crimmings
<b>Secretary</b>	G Silva
<b>Principal Office</b>	9 The Shopping Centre Penywaun Aberdare CF44 9HD
<b>Bankers</b>	Lloyds TSB 12 Canon Street Aberdare CF44 7AR
<b>Independent Examiners</b>	Broomfield & Alexander Ltd Waters Lane Chambers Waters Lane Newport NP20 1LA

**FADS A FAMILY SERVICE  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 OCTOBER 2013**

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 October 2013

Legal & administrative information set out on page 2 forms part of this report

The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice 2005 and are prepared under section 45 of the 1993 Charities Act

## **STRUCTURE, GOVERNANCE & MANAGEMENT**

### **Governing Document**

The organisation is a charitable company limited by guarantee, incorporated 16 October 2007 as amended by special resolution 10 November 2008. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Article of Association. Each member of the Management Committee has agreed to guarantee the company's debts for the amount of £1 each.

### **Recruitment & Appointment of Trustees**

Trustees are appointed at a general meeting, the members of the charity may by ordinary resolution appoint a trustee or the trustees may appoint a trustee themselves.

A trustee is appointed and holds office for three years. If not re-appointed at the AGM they shall vacate office. New trustees are given information packs about the organisation and their responsibilities.

### **Objects and principal activities of the Charity**

- 1) The relief of poverty, sickness and distress of people who are affected by or dependant on drugs, alcohol and other psychoactive substances
- 2) To protect and preserve public health through the provision of a professional confidential counselling service
- 3) To give information advice and awareness concerning drug and alcohol dependency and related subjects for people over the age of 8 years, who are resident in the borough of Rhondda Cynon Taf and the surrounding area

### **Reserves**

The trustees have established the level of reserves (that is those funds that are freely available) that the charity ought to have. Reserves are needed to bridge the funding gaps between spending on the charity's objectives and receiving resources through those grants that provide funding. Reserves are reviewed from time to time to ensure appropriate levels are maintained. Current reserves levels are £5,284 (2012 £5,636).

### **Risk Management**

The trustee's have a risk management strategy which comprises

- An annual review of the risks the charity may face,
- The establishment of systems and procedures to mitigate those identified risk,
- The implementation of procedures designed to minimise any potential impact on the charity should those risk materialise

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**FADS A FAMILY SERVICE  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**Main activities and Achievements and Financial Review for the year**

FADS – A Family Service was founded to assist, support and advise families and individual family members affected by a family member with a substance misuse problem. The FADS project is vibrant and flourishing under the Co-ordinator's leadership.

FADS' support has developed into distinct branches -

- a) A preventative educational programme designed to alert young people to the dangers of drug misuse and its detrimental effect on health, other family members and the legal implications. The programme in partnership with the Education Business Partnership accesses in excess of 1,000 Secondary School pupils per annum. The programme is delivered by a Project Worker and an ex service user.
- b) The remedial project is designed to provide free professional and confidential counselling for families and individuals. The counselling programme is managed by the FADS' Co-ordinator and delivered by 8 counsellors at 8 outreach centres but as the waiting list grows, 4 more counsellors will be recruited. There are 22 people which are currently being counselled.
- c) The crime prevention project is an educational partnership working independently in colleges and youth clubs. Fads takes ex service users to speak to the young people and their life stories are both harrowing and profound. They never fail to move anyone who listens.

**Financial Review**

Assets in the form of cash are sufficient to fulfil obligations.

The operating performance of the charity is set out on pages 7 - 12. There was a net deficit of £352 (2012 – deficit of £17,039) made during the year. The unrestricted funds at the year-end were £3,716. The restricted funds at the year-end were £1,568.

**Public Benefit**

We have complied with the duty in section 4 of the 2006 Charities Act and have referred to the guidance contained in the Charity Commissions' general guidance on public benefit when reviewing our aims and objectives and in planning our future objectives. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

During management meetings, we always make sure that we bear in mind the Charity Commissions' guidelines on public benefit. Counsellors travel to different areas in RCT to make Counselling accessible for as many people as possible. We work in partnership with many agencies in the area as well as receiving referrals from GPs & Crisis teams. Fads will then do an initial assessment to make sure the client is getting the best care. We always make sure we can act in the best interest of anyone who refers to us and if we can't help we will find someone who can.

Fads benefits the local people who, for whatever issue, feel as if they are not coping. We offer Counselling, Information & Guidance. We run the admin/referral office at Penywaun with an open door policy if anyone needs help with everyday issues such as phone calls, advice, signposting or even just a cup of tea. Currently Fads only Counsels in RCT as funding will not allow expansion at present. Fads does not Counsel any young people under the age of 16 as there are other Counselling groups that specialise in this field available to the young people in RCT.

**FADS A FAMILY SERVICE  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**TRUSTEES' RESPONSIBILITIES**

The trustees (who are also directors of Fads A Family Service for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

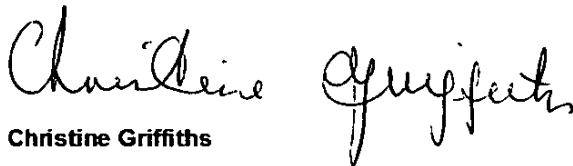
In so far as the trustees are aware

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In planning our activities for the year we kept in mind the Charity Commission guidance on public benefit at our trustees meetings.

Approved by the Trustees and signed on their behalf by:

  
Christine Griffiths

Date 12.1.14

**FADS A FAMILY SERVICE  
INDEPENDENT EXAMINER'S REPORT  
FOR THE YEAR ENDED 31 OCTOBER 2013**

I report on the accounts of the company for the year ended 31 October 2013 which are set out on pages 7 to 12

***Respective responsibilities of trustees and examiner***

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention


***Basis of independent examiner's report***

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

***Independent examiner's statement***

In connection with my examination, no matter has come to my attention

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005)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



**Sarah Case FCA DChA**  
Broomfield & Alexander Limited  
Independent Examiner  
Waters Lane Chambers  
Waters Lane  
Newport  
NP20 1LA

Date 12-1-14

**FADS A FAMILY SERVICE  
STATEMENT OF FINANCIAL ACTIVITIES  
(including Income & Expenditure Account)  
FOR THE YEAR ENDED 31 OCTOBER 2013**

	Notes	Unrestricted Funds 2013 £	Restricted Funds 2013 £	Total Funds 2013 £	Total Funds 2012 £
<b>INCOMING RESOURCES</b>					
<i>Incoming Resources from Generated Funds</i>					
Grants	2	-	29,900	29,900	16,834
Donations		10,224	-	10,224	9,144
<b>Total Incoming Resources</b>		<b>10,224</b>	<b>29,900</b>	<b>40,124</b>	<b>25,978</b>
<b>RESOURCES EXPENDED</b>					
<i>Costs of generating funds</i>					
Charitable Activities	3	8,403	31,473	39,876	42,367
Governance costs	4	600	-	600	650
<b>Total Resources Expended</b>		<b>9,003</b>	<b>31,473</b>	<b>40,476</b>	<b>43,017</b>
Net incoming/(outgoing) resources		1,221	(1,573)	(352)	(17,039)
Fund balance brought forward at 1 November 2012	7	2,495	3,141	5,636	22,675
<b>Fund balance carried forward at 31 October 2013</b>	7/8	<b>3,716</b>	<b>1,568</b>	<b>5,284</b>	<b>5,636</b>

All of the net incoming resources are from continuing activities

The company has no recognised gains or losses other than the above

The notes on pages 9 to 12 form part of the financial statements



**FADS A FAMILY SERVICE  
BALANCE SHEET  
YEAR ENDED 31 OCTOBER 2013**

	Note	2013 £	2012 £
<b>CURRENT ASSETS</b>			
Cash at bank & in hand		<u>5,854</u>	<u>6,176</u>
		5,854	6,176
<b>CREDITORS</b>			
Amounts falling due within one year	6	<u>570</u>	<u>540</u>
Net Current Assets		<u>5,284</u>	<u>5,636</u>
<b>NET ASSETS</b>		<u>5,284</u>	<u>5,636</u>
Unrestricted funds	7/8	<u>3,716</u>	<u>2,495</u>
Restricted funds	7/8	<u>1,568</u>	<u>3,141</u>
<b>TOTAL FUNDS</b>		<u>5,284</u>	<u>5,636</u>

The company is entitled to exemption under Section 477 of the Companies Act 2006 for the year ended 31 October 2013

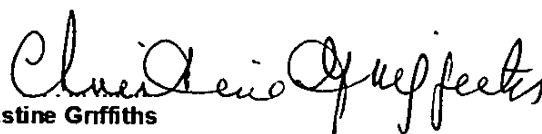
The trustees have not required the company to obtain an audit of its financial statements for the year ended 31 October 2013 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for

- a) ensuring that the company keeps accounting records which comply with Sections 386 of the Companies Act 2006 and
- b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

These financial statements were approved by the members of the committee on 4.12.13 and were signed on their behalf by

  
Christine Griffiths  
12.1.14

The notes on pages 9 to 12 form part of the financial statements

**FADS A FAMILY SERVICE  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**1. ACCOUNTING POLICIES**

**Basis of Accounts Preparation**

The accounts have been prepared under the historical cost basis of accounting, as modified by the revaluation of certain fixed assets and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Exemption has been taken, under FRS 1, from preparing a cash flow statement on the grounds that none of the size criteria are exceeded by the Charity

The financial statements have been prepared in accordance with Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and applicable accounting standards and the Charities Act

**Incoming Resources**

Income is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period. The value of services provided by volunteers has not been included.

**Income**

Income comprises grants and donations which are accounted for on an accruals basis except for donated income which is accounted for when received.

**Funds Accounting**

*Unrestricted general funds* – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

*Restricted funds* – these are funds that 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.

**Resources Expended**

Expenditure is recognised in the period in which it is incurred. It is allocated between direct charitable expenditure and support costs. This is shown in note 3 to the financial statements. The Trustees have exercised their judgement in the apportionment of some categories of expenditure between these two major headings.

**Charitable Activities**

This includes all expenditure directly related to the aims of the charity as stated in the objects of the charity.

**Liabilities**

The financial statements are prepared on an accruals basis thus recognising when the charity has committed itself to an expense or contractual obligation.

**Governance**

This includes all costs incurred by finance and human resources departments attributable to the management of the Charity's assets, organisational administration and compliance with constitutional and statutory requirements.

**FADS A FAMILY SERVICE  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**2 GRANTS**

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Interlink	-	-	-	2,034
Community Foundation in Wales	-	29,900	29,900	14,800
	<u>-</u>	<u>29,900</u>	<u>29,900</u>	<u>16,834</u>

**3 CHARITABLE ACTIVITIES**

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
<b><u>Support Costs</u></b>				
Staff costs & National Insurance	-	29,439	29,439	29,313
Utilities	1,001	-	1,001	980
Stationery, telephone, advertising & computer costs	2,404	2,034	4,438	4,346
Premises costs	138	-	138	125
Motor, travel & subsistence and trip expenses	851	-	851	2,143
Sundry expenses	1,151	-	1,151	922
Consultancy	376	-	376	858
Supervision	992	-	992	1,280
Training and venue hire costs	844	-	844	1,600
Petty cash	646	-	646	800
<b>Total Charitable Activities</b>	<u>8,403</u>	<u>31,473</u>	<u>39,876</u>	<u>42,367</u>

**4 GOVERNANCE COSTS**

	Unrestricted Funds	Restricted Funds	Total Funds 2013	Total Funds 2012
	£	£	£	£
Accountancy fees	600	-	600	650
	<u>600</u>	<u>-</u>	<u>600</u>	<u>650</u>

**FADS A FAMILY SERVICE  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**5 EMPLOYEES EMOLUMENTS**

	2013 £	2012 £
Wages and salaries	26,500	26,540
Social security costs	2,939	2,773
	<u>29,439</u>	<u>29,313</u>

The average number of full time equivalent employees during the year was 1  
No employee earned in excess of £60,000 per annum  
None of the Trustees received any remuneration or expense payments in their role as Trustee

**6 CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2013 £	2012 £
Accruals	570	540
	<u>570</u>	<u>540</u>

**7. FUNDS**

	Unrestricted Reserve £	Restricted Reserve £	Total £
Balance at 1 November 2012	2,495	3,141	5,636
Net incoming/(outgoing) resources for year	1,221	(1,573)	(352)
<b>Balance 31 October 2013</b>	<u>3,716</u>	<u>1,568</u>	<u>5,284</u>

**8 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Reserve £	Restricted Reserve £	Total £
Net current assets	3,716	1,568	5,284
<b>Balance 31 October 2013</b>	<u>3,716</u>	<u>1,568</u>	<u>5,284</u>

**FADS A FAMILY SERVICE  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 OCTOBER 2013**

**9 RESTRICTED FUNDS**

	Balance at 1 November 2012 £	Income £	Expenditure £	Balance at 31 October 2013 £
Community Foundation in Wales	1,107	29,900	(29,439)	1,568
Interlink	2,034	-	(2,034)	-
	<u>3,141</u>	<u>29,900</u>	<u>(31,473)</u>	<u>1,568</u>

**Community Foundation in Wales** – relates to a grant received for the purpose of wage costs

**The Interlink fund** - relates to a grant received for the purpose of purchasing a computer

**10 COMPANY STATUS**

Fads A Family Service is a company limited by guarantee. The guarantors are the trustees as set out on page 1. The liability is limited to an amount of £1 per member in accordance with the company's Memorandum of Association.

**11 RELATED PARTY TRANSACTIONS**

During the year The Penywaun Enterprise Partnership provided a payroll service to the charity, to the value of £605 (2012 - £549). The charities are related due to common Trustees.

**REPORT OF THE ACCOUNTANTS TO THE TRUSTEES OF  
FADS A FAMILY SERVICE  
YEAR ENDED 31 OCTOBER 2013**

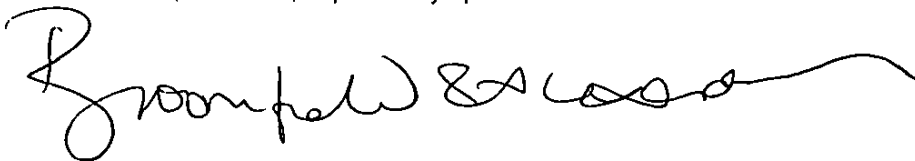
In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company for the year ended 31 October 2013 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 company and the company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England & Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the Balance Sheet as at 31 October 2013 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.



Broomfield & Alexander Limited  
Chartered Accountants  
Waters Lane  
Newport  
Gwent  
NP20 1LA

Date 12-1-14