

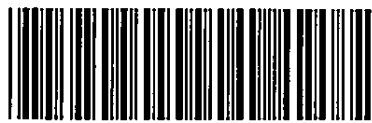
**Family Equip
(A Company Limited by Guarantee)**

Registered number 5596057
Charity number 1112769

Report and Financial Statements

For the Year Ended 31 March 2008

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**FAMILY EQUIP
(A COMPANY LIMITED BY GUARANTEE)**

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**FAMILY EQUIP
(A COMPANY LIMITED BY GUARANTEE)**

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

Legal and Administrative Details

Charity Name	Family Equip
Address of Charity:	2 Rollswood Drive Solihull B91 1NL
Company Registration No:	5596057
Charity Registration No:	1112769
Trustees	Peter English (Chairman) Stephen Bates (Secretary) Bruce Hipwell (Treasurer) Anne Daka
Advisors	Rachel Levins Andrew Morris Vanessa Morris Marilynn Wort Anne Daka
Manager	David Wort (Voluntary)
Bankers:	Alliance & Leicester Commercial Bank Business Banking Accounts Management Bridle Road Bootle Merseyside G1R 0AA
Solicitors:	Lawson Lewis & Co 37 Brassey Avenue Hampden Park Eastbourne, East Sussex BN22 9QD
Reporting Accountants:	Dains LLP Third Floor Fort Dunlop Fort Parkway Birmingham B24 9FD

**FAMILY EQUIP
(A COMPANY LIMITED BY GUARANTEE)**

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

STRUCTURE/ GOVERNANCE AND MANAGEMENT

Family Equip was registered as a company limited by guarantee in October 2005 and this company was registered as a charity in January 2006. A team of Trustees, Advisors and two part-time voluntary staff manage the charity.

The company was constituted under a Memorandum and Articles of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

All trustees and volunteers adhere to the faithworks charter. Part of this charter states:

We will develop a professional approach to management, practice and funding by:

1. Implementing a management structure, which fosters and encourages participation by staff at all levels to facilitate the vision of Family Equip.
2. Setting and reviewing measurable outcomes: regularly evaluating our management structure. We will recognise the need for organisational flexibility and the good stewardship of resources.
3. Doing all we can to ensure that we are not over dependant on any one source of funding.
4. Implementing best practice in terms of Health and Safety and Child Protection in order to protect our staff and volunteers and clients.
5. Handling our funding in a transparent and accountable way and to give relevant people from outside Family Equip reasonable access to our accounts.

RISK MANAGEMENT

Family Equip has given particular attention to our Child Protection Policy and the obtaining of Criminal Record Bureau checks for all volunteers.

As more volunteers undertake family support work we will need to give attention within our training to lone working and health and safety matters. All volunteers will be reminded of our personal responsibilities when transporting children or adults in our cars.

Family Equip takes out annual insurance from Townergate Professional Risks. This covers public liability, professional indemnity, libel and slander and any civil liability other than as described above.

A resolution was signed on the 10th April 2006 requiring all cheques to require two signatures.

At present a lot of responsibility falls upon the Manager of Family Equip. Therefore one of Family Equip's biggest priorities for the future is to extend its volunteer base. A training programme during 2007 and 2008 has added to the number of skilled volunteers.

RECRUITMENT AND APPOINTMENT OF TRUSTEES

The Trustees of the charity are also charity trustees for the purpose of charity law. Trustees are appointed by consideration of their expertise in their field and their known contribution to the objects of the charity. Appointments are considered by the full Board and the skills mix of the Board is kept under regular review. The Board of Trustees are supported by a team of advisors whose skills are complementary to the Trustees.

**FAMILY EQUIP
(A COMPANY LIMITED BY GUARANTEE)**

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

OBJECTS OF CHARITY

The purpose of our charity is to preserve and protect the health and advance the education of families with mental health problems, development disorders and behaviour difficulties. We do this through a variety of voluntary activities.

ACTIVITIES

- Telephone Helpline
- Family support work
- Therapeutic clubs
- Working with schools
- Support group for parents and parenting training

SUMMARY OF DEVELOPMENTS April 2007 to March 2008

The number of families seeking help continued to grow. We now have over 160 families on our data base. The helpline continues to serve parents and their main request is for information about the children's clubs.

As our number of volunteers has grown so we have been able to expand therapeutic work for some children on a one to one basis and in groups.

One to one work was mainly undertaken through the young mentor's project which started in August 2007. 3 young people were trained to do this work.

The manager and volunteers continue to experiment with materials which help the young people develop their emotional intelligence, social skills, self awareness and esteem. These are used in the four clubs:

- Boys with Aspergers 12-17 years old
- Boys with Aspergers 8-12 years old
- Girls with Aspergers 11- 19 years
- Siblings of these children

In April 2007, 3 supporters ran the Stratford marathon and through their sponsors raised over £3000. This money helped us with our training, buying specialist games for our therapeutic clubs and providing the costs of the venue for these clubs

In July 2007 we reconsidered our position regarding funding applications to national organisations. We decided that a factor hindering us from securing funding from major organisations was **working with schools**. We also stopped applying for grants that included **funding staff**.

Though the work would benefit from paid staff we decided to concentrate on using volunteer staff. In the Autumn of 2007 a lot of time was spent organising resources and training documents ready for the move of office to The Bridge which has also become the main venue for the clubs.

During the financial year we were encouraged by receiving a small grant from Connexions and Baron Davenports Trust which were for specified aspects of the work, but the major source of income was from voluntary contributions

**FAMILY EQUIP
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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

FINANCE REVIEW

Currently money is not spent until it is received. Most money received has been designated for a particular project. Our accounts therefore are coded so we can monitor expenditure from each budget. Budget headings are as follows:

- Therapeutic Clubs
- Family Support Service

TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the 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 that 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.

Approved by the Board of Trustees and signed on its behalf by

TRUSTEE  12 January 2009

**FAMILY EQUIP
(A COMPANY LIMITED BY GUARANTEE)**

**ACCOUNTANTS' REPORT ON THE UNAUDITED FINANCIAL STATEMENTS
TO THE BOARD OF TRUSTEES OF FAMILY EQUIP**

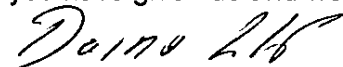
In accordance with the letter of engagement dated 1 October 2007 and in order to assist you to fulfil your duties under the Companies Act 1985, we have compiled the financial statements of Family Equip for the period ended 31 March 2008 on pages 6 to 9 from the accounting records and information and explanations you have given us.

Our report has been prepared under the terms of our engagement with the company and for no other purpose. No person is entitled to rely on this report other than the company's board of trustees as a body, or any person expressly authorised to do so by our prior written consent. Save as above, we do not accept responsibility for this report to any other person or any other purpose and we hereby expressly disclaim any and all such liability.

We have carried out this engagement in accordance with technical guidance laid down by the Institute of Chartered Accountants in England and Wales and have compiled with the ethical guidance laid down by the Institute.

You have acknowledged on the balance sheet 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 1985. 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 us and we do not, therefore, express any opinion on the financial statements.



**Dains LLP
Accountants**

12 January 2009

Third Floor
Fort Dunlop
Fort Parkway
Birmingham
B24 9FD

**FAMILY EQUIP
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME EXPENDITURE ACCOUNT) FOR YEAR ENDED 31 MARCH 2008**

	Unrestricted Funds	
	2008	2007
	£	£
INCOMING RESOURCES		
<i>Incoming resources from generated fund:</i>		
Voluntary income:		
Donations	4,675	3,476
Interest received	130	-
<i>Incoming resources from charitable activities:</i>		
Grants and contracts	<u>430</u>	<u>1,385</u>
TOTAL INCOMING RESOURCES	<u>5,235</u>	<u>4,861</u>
RESOURCES EXPENDED		
Charitable activities		
Overdose service	-	216
Therapeutic clubs	3,862	4,457
Parent befriending training	-	534
Family support services	1,870	563
Governance costs	<u>338</u>	<u>353</u>
TOTAL RESOURCES EXPENDED	<u>6,070</u>	<u>6,123</u>
NET (OUTGOING)/INCOMING RESOURCES	<u>(835)</u>	<u>(1,262)</u>
Total funds brought forward	<u>4,550</u>	<u>5,812</u>
Total funds carried forward	<u>3,715</u>	<u>4,550</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 8 and 9 form part of these financial statements.

**FAMILY EQUIP
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BALANCE SHEET AS AT 31 MARCH 2008

	Note	2008 £	2007 £
Fixed Assets - Tangible	5	215	322
Cash at bank		<u>3,500</u>	<u>4,228</u>
Net Assets		<u>3,715</u>	<u>4,550</u>
Unrestricted Funds		<u>3,715</u>	<u>4,550</u>
Total Funds		<u>3,715</u>	<u>4,550</u>

Approved by the Board of Trustees for issue on the 12 January 2009.

TRUSTEE 

The notes on pages 8 and 9 form part of these financial statements.

**FAMILY EQUIP
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

a. Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 1985 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

b. Fund accounting

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

c. 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 donations and gifts and is included in full in the Statement of Financial Activities when receivable.
- The value of services provided by volunteers has not been included in these accounts.

d. Resources expended

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

- 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.
- Administration expenditure includes overhead costs incurred in operating the charity. They include insurance, telephone and accounting costs.

e. Tangible fixed assets

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives, commencing in the year of acquisition, as follows:

Equipment	25%
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2. Related Party Transactions

The charity Trustees were not paid or reimbursed expenses during the period and no charity Trustee received any emolument or payment for professional or other services.

3. Staff Costs

There were no employee costs incurred during the period.

**FAMILY EQUIP
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008

4. Taxation

The company is a regulated charity and no provision is considered necessary for taxation.

5. Tangible Fixed Assets

	Equipment £
Cost	
As at 1 April 2007	430
Additions	-
As at 31 March 2008	<u>430</u>
Depreciation	
As at 1 April 2007	108
Change for the year	<u>107</u>
As at 31 March 2008	<u>215</u>
Note book value	
As at 31 March 2008	<u>215</u>
As at 31 March 2007	<u>322</u>