

**Company Registration No. 2979027 (England and Wales)**

**Charity Registration No. 1042071 (England and Wales)**

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**REPORT OF THE BOARD OF DIRECTORS AND FINANCIAL  
STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2010**

THURSDAY



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**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

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**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**Company Information**

**Board of Directors** - The following have held office since 1<sup>st</sup> April 2009

Mr A Powell\* - Chair

Mr K Towner\* - Vice-Chair

Mr A Cole - Treasurer

Mrs E L Tapp\*

Mrs B A Peterken\*

Ms E Burchett\*

Ms L Lash\*

Mr C Lawler\*

Mr R Matthews\*

Mrs Sheila Bulleid\* - appointed October 2009

Mr Jim Daly\* - appointed October 2009

Mr Roy Neeve\* - appointed October 2009

Mr Stephen Potts – appointed October 2009

\*Indicates a disabled person. A third of the board will stand down each year.

**President** Lady Lloyd

**Vice Presidents** Mrs A Curd  
Mr N Thompson

**Chief Executive and Company Secretary** Mr R McLaughlin

**Finance and**

**Administration Manager** Mrs S A Melling FCCA – appointed Feb 2010

**Business address and Registered office**

1 Faraday Close  
Eastbourne.  
East Sussex

**Principal Bankers**

CAF Bank  
25 Kings Hill Avenue  
West Mailing  
Kent

**Auditors**

Knill James  
One Bell Lane  
Lewes  
East Sussex

**Solicitors**

Adams & Remers  
Trinity House  
School Hill  
Lewes  
East Sussex

**Investment Managers**

Cazenove Fund Management  
12 Moorgate  
London

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010**

**The Board of Directors** present their report and financial statements for the year ended 31 March 2010.

**The Board of Directors**

The Board of Directors consists of up to 22 elected individual members. It is the policy of the Association to promote the involvement of disabled people in positions of influence and authority within the organisation and that at least 75% of the Board has to be disabled people. Currently 85% of the Board membership are disabled people. Members of the Board, who are Directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out on page 1. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up.

**Charitable Objects, Mission and Strategic Plans as shown on our 5 Year Plan**

East Sussex Disability Association (ESDA) is an organisation of disabled people working across East Sussex that has been in existence since 1938. ESDA is an organisation led by disabled people, where disabled and non-disabled people work together to promote the equality and full participation of disabled people in society. ESDA is a company limited by guarantee with charitable status. Through its activities and services, ESDA provides expert advice, information and practical support to disabled people in overcoming any barriers they encounter.

Through ESDA's campaigns, forums, training, research and representation, the voice of disabled people influences the policies and organisations that provide services to disabled people to be inclusive and that they move towards equal rights in society.

**ESDA Mission**

To secure and support the right of all disabled people to have choice and control in their lives and be included as equal members of society.

**ESDA Vision**

To create a user led centre of excellence that champions independence, equality and inclusion, campaigning and promoting disability rights.

**Strategic Objectives**

The priority objectives of the Strategy are:

1. To strengthen ownership of the organisation by disabled people
2. To safeguard and ensure high quality in service provision
3. To position the organisation to be the Centre for Independent Living in East Sussex
4. To equip the organisation with the business skills and resources it needs.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

The following activities have been undertaken by the Association in furtherance of its constitutional and strategic objectives:

**Primary Activities in Promoting Our Objectives**

- **Training and personal development** for disabled people seeking pathways to further skills development
- **Training for service providers** who work with disabled people
- **Promoting the development of User-led Organisations** in the County by training, mentoring support and the development of a set of resources for other organisations
- **Working across the County to support the development of the Improving Life Chances Strategy for disabled people** by holding a conference and the setting up and running of reference groups of disabled people
- **Disabled Living Centre** providing impartial professional advice to disabled people, carers, professionals and service providers regarding assistive technology and daily living equipment
- **Bathing Advice and Information** events for older people and disabled people in the east of the County, enabling them to make informed choices about solutions to their bathing difficulties
- **Disability Welfare Rights Advice** providing peer support with form filling to ensure the uptake of benefits which disabled people are entitled to
- **Support and guidance** to ESDA's 19 local groups in East Sussex who provide direct support to disabled people in their communities
- **Disability Information Service** providing information to disabled people, carers, employers and professionals on all issues relating to disability
- **A Pilot Advocacy Service** providing support to disabled adults in resolving their issues relating to their personal care
- **Holiday Information and Group Holidays** to a variety of locations
- **Promoting the voice of disabled people** in the public arena, in the media, in consultative initiatives and in the evaluation and development of disability related services
- **Promoting Accessible Environments** in commercial and public premises through a variety of access assessments including access audits, mystery shopping, personnel audits, etc. delivered by disabled people

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Review of Activities**

ESDA's main objective continues to be the promotion of the rights of disabled people to exercise choice and control in their lives and to participate as full members of society. With continuing and increasing demand ESDA has concentrated on ensuring the continuation of its services and activities.

**Key Strategic Initiatives**

In this financial year, ESDA has focussed on a number of key issues

1. **Sustainable Funding** - Annually we develop a resource plan for meeting any anticipated short fall in its budgeted activities. ESDA continues to pursue our policy of developing diversified sources of funding and the further development of new methods of fundraising to help improve our success rate.
2. **Social Enterprise Development** - Services provided through ESDA's social enterprise are delivered by disabled people and benefit from the Association's extensive knowledge on a wide range of disability issues. Public bodies, private companies and voluntary organisations are able to receive assistance with meeting their requirements under the Disability Discrimination Act and therefore in removing barriers faced by disabled people so they can play an equal part in society.
3. **Organisational profile and marketing** - ESDA has existed for 70 years, however it lacks a strong public profile often enjoyed by much smaller local branches of national disability related organisations. While the organisation's reputation for excellent services and innovation is well-known amongst some statutory and voluntary bodies as well as its service users, it continues to have less recognition than it should have amongst those that could contract its services. As a consequence, ESDA continues to commit itself to increasing its public profile through the increased use of public media, promotional materials, newsletters, the web and a variety of public events.
4. **East Sussex LINK** – ESDA is the host organisation for the LINK. We manage the LINK's staff team on behalf of the LINK. The team has been supporting the LINK in recruiting interested participants, collecting and collating issues from the public about health and social care
5. **Strategic Planning 2008 — 2011** - The comprehensive, whole-organisation review of the existing strategic plan and the development of ESDA priorities for 2010/11.

## **EAST SUSSEX DISABILITY ASSOCIATION (LIMITED BY GUARANTEE)**

### **DIRECTORS REPORT FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

#### **Summary of the Impact of ESDA's activities**

- ESDA's Central Services received:
  - 4,240 enquiries in total
  - 694 DLC enquiries
  - 768 Information Service enquiries
  - 78 Advocacy Service enquiries
  - Over 2600 visitors to the Eastbourne office
- ESDA's website received 27,754 page views by 9,013 visitors
- ESDA's Local Groups supported an estimated 6,500 people
- ESDA's Social Enterprises supported:
  - 9 local organisations via the ULO Demonstration site
  - 184 Disabled people attending consultative events

#### **Service Quality**

The Association's activities support disabled people in achieving the outcomes they want. The way in which the Association offers advice and support together with the quality of information is a central concern. The organisation as a whole undertakes constant review against the PQASSO standards and has maintained Level 3 during the year.

#### **Service Developments**

- **The Disabled Living Centre** has secured funding to continue its activities. The Association continues to be engaged in developments with Adult Social Care over the Transforming Community Equipment Services agenda, including delivering a new Product Advisor training programme.
- **Social Enterprise** Services provided through ESDA's social enterprise are delivered by disabled people and benefit from the Association's extensive knowledge on a wide range of disability issues.

Over the past year ESDA has provided disability equality training for frontline staff and managers, research into the experiences of disabled people in using services, participation and engagement training for disabled people and the development of a User Controlled web-based database of access to venues in Eastbourne.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Service Developments (continued)**

ESDA has continued to work closely in partnership with East Sussex County Council and other public authorities to help them meet their requirement under the Disability Equality Duty to engage with disabled people in developing their services in order to improve equality. ESDA continues to support the East Sussex Disabled People's Participation Group (a partnership between ESDA, East Sussex County Council and the Primary Care Trusts in East Sussex). This year, in partnership with ESCC's Adult Social Care department, ESDA was a Demonstrator Site for the development of User-led Organisations. ESDA worked with 9 local organisations to help them embed the concept of user control in their organisations. ESDA have been developing a toolkit for others and this will be launched in the autumn of 2010.

**The Role of Volunteers**

There are approximately two hundred volunteers who are involved in ESDA's local groups and at our Eastbourne office. These numbers vary on a monthly basis. Our local groups provide support and assistance to local disabled people from their areas. They also provide social activities and in some instances can make small financial contributions towards holidays. Without these volunteers we would have no local groups.

The volunteers who work at ESDA's main office are vital – they help support the day to day running of the office and to keep our services running.

All volunteers receive relevant training for their role.

All our volunteers receive no financial reward. This is an opportunity for a public acknowledgement of their hard work and commitment.

**Significant Organisational Developments**

➤ **Unrestricted Fundraising** — Increasing the amount of unrestricted income remains key to maintaining the independence and long-term viability of the Association.

➤ **Directorship Development** — ESDA has always focused on the development of existing Directors, the recruitment of new Directors and the removal of any barriers to performing their proper role. The Board receive training in their role as Directors and undertake detailed assessment of their individual knowledge of ESDA's compliance with good practice, using the Prudence and Integrity checklist. This exercise will be repeated in the coming year. An open process of advertising, recruiting and selecting Directors has been adopted by the Board of Directors and will continue to be used to fill vacancies.



**EAST SUSSEX DISABILITY ASSOCIATION  
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**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Significant Organisational Developments (continued)**

- **Membership** — During the year 2008/2009 the Association agreed a new Memorandum and Articles of Association with its members. This ensures that ESDA is a membership organisation of disabled people, controlled and managed by disabled people themselves.
- **Risk Management and Overview** — The Directors' commitment to the principles of risk management adopted in 2001/02 has resulted in the following:
  - The Board of Directors have undertaken a thorough review and amended the 5 year Strategic Plan
  - A comprehensive SWOT and PEST analysis of the organisation has been completed
  - Regular monitoring of ESDA's financial activities by the Finance and General Purposes Sub-Committee and the Board of Directors
  - Quarterly Financial Statements compiled by ESDA's Auditors from the computerised accounts provided by the Finance Officer
  - Detailed review of its financial procedures to ensure that all systems are producing a true picture of the association's financial affairs
  - An annual budget that is reviewed quarterly; updated rolling cash flow projections and the allocation of shared expenditures to relevant cost centres
  - The continued development of new types and sources of funding in order to ensure diversity and reduce dependence on single sources of funding
  - Training and support for local branches to improve their financial procedures and compliance with current accounting practices
  - Regular monitoring of the financial reports of all branch Treasurers and one-to-one support and training as required
  - The promotion and attainment of relevant quality standards in all aspects of ESDA's work - current standards met are Level 3 PQASSO
  - ESDA subscribes to an expert support service (Northgate Arinso) that advises on all personnel as well as health and safety issues. Northgate Arinso insures the organisation against the cost of litigation in respect of personnel issues.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Future Developments**

**Existing Central Services**

- To develop a fundraising strategy for the re-establishment of the Welfare Rights service
- To develop a fundraising strategy for the Information Service funding to enable service development and innovation
- To develop the DLC in ways that meet the demands of the changing world of Community Equipment Services
- To develop a project to support and promote volunteering within ESDA
- Continue to develop financial services for the Local Groups
- To provide the coaches to enable ESDA Coach Services Limited to run the coaches for the local groups
- To review the Strategic Plan for the next five years
- Continue to fundraise to enable us to meet our requirements of the strategic plan

**ICT Developments**

- As a membership association ESDA will continue the development of a new database to meet the needs of reporting statistics for membership and grants
- Following a successful application to the Karten Trust, ESDA will be installing an ICT Training Suite at its centre in Eastbourne
- ICT will continue to receive further attention to ensure its remains fit for purpose.

**Social Enterprises**

- ESDA plans to continue to develop its social enterprise to the next stage implementing a more aggressive marketing strategy and the training of more disabled people with the skills to answer future demand.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Treasurer's report on financial activity**

This year's accounts show a deficit of £75,509 in the year compared with the £70,162 surplus in income for 2008/9

This deficit was partly due to delays in receiving some funding awards agreed during the financial year

In a recent Civil Society Fundraising article it was reported that -

"A number of charitable trusts have stopped taking new applications or are delaying making decisions about grants while they wait to see the full impact of the recession on their endowments "

In the light of the above, ESDA is adopting a more cautious policy of assuming that receipts from charitable trust may not materialise until 12 months after making an application, rather than the 6 months previously assumed

At the time of writing this report ESDA was awaiting the results of 37 applications for funding, made to charitable trusts during the first quarter of 2010/11, worth a total value of £175,000. By spreading our approach to the wide range of charitable trusts approached and the small average sums requested, we believe this should improve our chances of achieving some success

**Loan Repayment**

We still have a small balance to repay (£11,563) from the 5 year loan taken out in 2008/9 for the last ESDA coach purchased. Until the future of the contract between ESCC and ESDA Coach Services is clearer we have taken the decision not to pay off this loan fully now but continue to pay the agreed monthly installments

**Investment Powers, Policies and Performance**

The Board of Directors has the constitutional power to invest in such assets as they see fit. Currently our investments are held in specialist unit trusts destined for the Charity sector

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Investment Powers, Policies and Performance (continued)**

After the downturn in the economy during 2008/9, when there was a significant fall in value of ESDA's investments, I am pleased to report that in 2009/10 there was a £6,577 recovery in the value of those assets.

The Association will continue to manage pro-actively its investments in a manner that maximises benefits but does not expose it to undue risk or long term commitments.

**Reserves and Cash flow**

As a result of the annual deficit for the year, reserves have fallen by £68,932 to a total of £435,306.

Monthly cash flow forecasting continues to ensure fast recognition of potential cash shortfalls, better cash management and control of expenditure.

Working with our Auditors the purchase order control procedures carried out by the Finance Manager have been tightened to bring about greater effectiveness.

This action will further tighten controls on costs and also provides the potential to forecast the cash implications of all Purchase Order commitments before the suppliers' bills arrive.

The Finance & General Purposes (F&GP) sub-Committee considers monthly the nature of the income and expenditure streams, and the need to match variable income with fixed commitments. It is worth noting that during 2009/10 there has been no need to sell any of the investments.

Finally following a review of systems and procedures the new Finance and Admin Manager has also initiated appropriate action to ensure that the backlog of outstanding Gift Aid is cleared as quickly as possible.

**Employee involvement and employment of disabled people**

Employees have been consulted on issues of concern to them by means of regular staff meetings and have been kept informed on specific matters directly by management. These have included:

- Policies and Procedures
- Project Development

In addition the Charity has implemented and revised a number of detailed policies in relation to all aspects of personnel matters.

In accordance with the Charity's Equal Opportunities Policy, the Charity has long established fair employment practices in the recruitment, selection, retention and training of disabled people.

ESDA has made a positive decision to conduct its affairs so as to remove or

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)  
DIRECTORS REPORT  
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

**Employee involvement and employment of disabled people (continued)**

minimise as many barriers to participation, be that by volunteering or employment, as possible. Full details of these policies are available from ESDA's offices.

**Funders**

We would like to thank the following, for their financial support of the Association over the year.

East Sussex County Council

Hastings & Rother Primary Care Trust

East Sussex Downs & Weald Primary Care Trust

Eastbourne Borough Council

Ernest Kleinwort Charitable Trust

Ian Askew Trust

Capacity Builders

Awards For All

**Asset cover for funds**

Note 18 sets out an analysis of the assets attributable to the various funds and a description of the funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

**Disclosure of information to auditors**

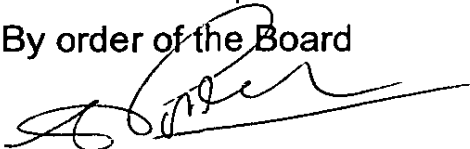
The Board of Directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

**Auditors**

A resolution proposing that Knill James be reappointed as auditors of the Charitable Company will be put to the Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Board



**Chairman**

**Date: 22 October 2010**

## **STATEMENT OF DIRECTORS RESPONSIBILITIES**

The directors are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors 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 its incoming resources and application of resources, including the income and expenditure, of the charitable company for the year.

In preparing those financial statements, the directors 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF EAST SUSSEX  
DISABILITY ASSOCIATION**

We have audited the financial statements of East Sussex Disability Association for the year ended 31 March 2010 on pages 15 to 27. These financial statements have been prepared under the accounting policies set out on pages 17 and 18.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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 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 the directors and auditors**

The trustees (who are also the directors of East Sussex Disability Association for the purpose of company law) are responsible for preparing the Directors Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Directors' 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, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Directors Report is consistent with the financial statements.

In addition we report to you if in our opinion, the charitable company has not kept proper accounting records, if the financial statements are not in agreement with the accounting records and returns, if we have not received all the information and explanations we require for our audit, or if certain disclosures of directors' remuneration specified by law are not made.

We read the Directors Report, and consider the implications for our report if we become aware of any apparent misstatements within it.

**EAST SUSSEX DISABILITY ASSOCIATION  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF EAST SUSSEX  
DISABILITY ASSOCIATION (continued)**

**Basis of audit 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 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.

**Opinion**

In our opinion:

- the financial statements give a true and fair view of the state of the charitable company's affairs as at 31 March 2010 of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been properly prepared in accordance with the Companies Act 2006; and
- the information given in the Directors report is consistent with the financial statements.



**Susan Foster (Senior Statutory Auditor)**

**For and on behalf of Knill James**

**Chartered Accountants**

**Statutory Auditor**

One Bell Lane

Lewes

East Sussex

Dated: 11th November 2010



**EAST SUSSEX DISABILITY ASSOCIATION**

**(LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2010**

**(Incorporating the Income and expenditure account as required under the Companies Act 2006)**

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2010 £	Total 2009 £
<b>Incoming Resources</b>							
<b>Incoming resources from generated funds</b>							
<i>Voluntary income</i>							
Donations and legacies	3	29,791	14,281	70,047	-	114,119	251,252
Grants	3/4	-	-	-	-	-	-
<i>Activities for generating funds</i>							
Fundraising		-	10,000	15,605	-	25,605	16,501
Sales and other income		47,163	-	178	-	47,341	44,760
<i>Investment income</i>	5	475	-	2,039	-	2,514	6,290
<i>Incoming resources from charitable activities</i>							
Grants	4	-	-	332,469	-	332,469	309,698
Other activities		74,940	-	12,000	-	86,940	46,063
<i>Other incoming resources</i>		725	-	-	-	725	256
<b>Total Incoming resources</b>		<b>153,094</b>	<b>24,281</b>	<b>432,338</b>	<b>-</b>	<b>609,713</b>	<b>674,820</b>
<b>Resources Expended</b>							
<i>Costs of generating funds</i>							
Fundraising and publicity costs		49,408	-	140	-	49,548	38,781
<i>Charitable activities</i>							
Disabled Living Centre		15,115	-	83,443	-	98,558	56,720
Advocacy		8,347	-	46,084	-	54,431	-
Disability Welfare Rights Advice Service		1,961	-	10,828	-	12,789	54,803
Local Group Support Services		19,052	-	105,178	-	124,230	122,165
Disability Information Service		6,117	-	33,772	-	39,889	58,999
LINK		30,861	-	170,376	-	201,237	206,898
Social enterprises		76,591	-	-	-	76,591	44,594
<b>Total charitable activities</b>		<b>158,044</b>	<b>-</b>	<b>449,681</b>	<b>-</b>	<b>607,725</b>	<b>544,179</b>
Governance costs		18,485	-	9,464	-	27,949	21,698
<b>Total resources expended</b>	6	<b>225,937</b>	<b>-</b>	<b>459,285</b>	<b>-</b>	<b>685,222</b>	<b>604,658</b>
<b>Net Incoming Resources before transfers</b>		<b>(72,843)</b>	<b>24,281</b>	<b>(26,947)</b>	<b>-</b>	<b>(75,509)</b>	<b>70,162</b>
Transfers between funds		(8,699)	-	8,699	-	-	-
<b>Net Income and expenditure for the year</b>		<b>(81,542)</b>	<b>24,281</b>	<b>(18,248)</b>	<b>-</b>	<b>(75,509)</b>	<b>70,162</b>
<b>Other Recognised Gains and Losses</b>							
Gains on investments realised and unrealised		3,108	-	3,611	(142)	6,577	(9,199)
<b>Net Movement in Funds</b>		<b>(78,434)</b>	<b>24,281</b>	<b>(14,637)</b>	<b>(142)</b>	<b>(68,932)</b>	<b>60,963</b>
<b>Balances 1 April 2009</b>		<b>255,484</b>	<b>22,151</b>	<b>217,560</b>	<b>9,043</b>	<b>504,238</b>	<b>443,275</b>
<b>Balances 31 March 2010</b>	16	<b>177,050</b>	<b>46,432</b>	<b>202,923</b>	<b>8,901</b>	<b>435,306</b>	<b>504,238</b>

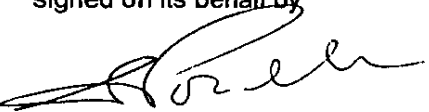
**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**BALANCE SHEET  
AS AT 31 MARCH 2010**

	Notes	£	2010 £	£	2009 £
<b>Fixed assets</b>					
Tangible assets	11		286,245		304,900
Investments	12		<u>54,442</u>		<u>47,866</u>
			340,687		352,766
<b>Current assets</b>					
Debtors	13	72,954		47,262	
Cash at bank and in hand		<u>161,147</u>		<u>188,050</u>	
		234,101		235,312	
<b>Creditors: amounts falling due within one year</b>	14	<u>(127,919)</u>		<u>(83,840)</u>	
<b>Net current assets</b>			106,182		151,472
<b>Total assets less current liabilities</b>			<u>446,869</u>		<u>504,238</u>
<b>Creditors: amounts falling due after one year</b>	15		(11,563)		-
<b>Net assets</b>			<u>435,306</u>		<u>504,238</u>
<b>Capital and reserves</b>					
<b>Capital funds</b>					
Endowments	16		8,901		9,043
Unrestricted funds	16		223,482		277,635
Restricted funds	16		<u>202,923</u>		<u>217,560</u>
			<u>435,306</u>		<u>504,238</u>

These 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)

The financial statements were approved for issue by the Board of Directors on 22 October 2010 and signed on its behalf by

  
**A Powell**  
Director

  
**A Cole**  
Director

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**1 Accounting policies**

**1.1 Basis of preparation**

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value. The financial statements have also been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice - "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

**1.2 Company status**

The charity is a company limited by guarantee. The members of the charitable company are the management committee as named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member.

**1.3 Incoming resources**

All incoming resources are included in the statement of financial activities when the charitable company is legally 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 including donations, legacies and grants for core funding are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income may only be deferred where the donor specifies that it is for future accounting periods.

Activities for generating funds includes income from notional rent charged to local authority contracts for the use of the charitable company's premises in the performance of the contract.

Investment income is recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned. Grant income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Income is only deferred if it is received in advance of the performance or event to which it relates.

The value of services provided by volunteers is not incorporated in these financial statements. Further details of the contribution made by volunteers can be found in the management committee's annual report.

**1.4 Tangible fixed assets and depreciation**

All individual assets costing more than £1,000 are capitalised. Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land and buildings	2% straight line
Fixtures and fittings	15% reducing balance
Motor vehicles	25% reducing balance
Computers	33 1/3% straight line

**1.5 Investments**

Investments are stated at market value at the balance sheet date with net gains and losses on revaluation and disposal being taken to the statement of financial activities.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**1 Accounting policies - continued**

**1.6 Consolidation**

The results of the District Committees are included within the financial statements to reflect the financial position of the charitable company as a whole

**1.7 Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods and services are provided. Other grant payments are recognised when a constructive obligation arises and the conditions attached are fulfilled.

- Costs of generating funds are those costs associated with attracting voluntary income and the costs of trading for fundraising purposes

- Charitable activities 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 the governance of the charitable company and are primarily associated with constitutional and statutory requirements

- Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, e.g. by staff ratio, floor areas or estimated usage

**1.8 Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred

**1.9 Pensions**

The charitable company contributes to a stakeholder pension scheme for its staff. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. Contributions charged to the stakeholder pension scheme are charged to the statement of financial activities when they become payable.

**1.10 Fund accounting**

Funds held by the charitable company are

**Unrestricted**

Continuity of services (free reserves) - these are funds that can be used in accordance with the charitable objects at the discretion of the trustees.

Functional fixed assets - these represent the value of the fixed assets of the charitable company.

Designated reserves have been allocated by the Management Committee from general reserves towards certain specified future projects. Where these projects are not implemented the monies are reallocated back to the general reserves.

**Restricted**

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charitable company. The restrictions arise from the donor or when the funds are raised for a specific purpose.

**Endowment**

This represents funds held on trust to be retained for the benefit of the charitable company as a capital fund.

**EAST SUSSEX DISABILITY ASSOCIATION**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

<b>2</b>	<b>Net resources</b>	<b>2010</b>	<b>2009</b>
		<b>£</b>	<b>£</b>
	Net resources arising in the year are arrived at after charging		
	Depreciation of tangible assets	18,656	22,830
	Auditors remuneration - Audit services	4,246	4,348
	Auditors remuneration - Non-audit services	9,571	6,608
	and after crediting		
	Grants	<u>332,469</u>	<u>309,698</u>

<b>3</b>	<b>Voluntary income</b>	<b>Unrestricted</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>2010</b>	<b>2009</b>
					<b>£</b>	<b>£</b>
	Legacies	9,249	-	-	9,249	143,085
	District committee	-	-	69,899	69,899	76,510
	Donations - voluntary sector	20,542	-	148	20,690	21,506
	Donation ESDA Coach Services	-	14,281	-	14,281	10,151
	Grants	-	-	-	-	-
		<u>29,791</u>	<u>14,281</u>	<u>70,047</u>	<u>114,119</u>	<u>251,252</u>

<b>4</b>	<b>Grants receivable</b>	<b>2010</b>	<b>2009</b>
		<b>£</b>	<b>£</b>
	During the year the charitable company received the following grants		
	UK government grants	332,469	309,698
		<u>332,469</u>	<u>309,698</u>

<b>5</b>	<b>Investment income</b>	<b>2010</b>	<b>2009</b>
		<b>£</b>	<b>£</b>
	Dividends received	2,116	4,064
	Interest receivable	398	2,226
		<u>2,514</u>	<u>6,290</u>

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**6 Total resources expended**

	<b>Staff Costs £</b>	<b>Support Costs (Non Staff) £</b>	<b>Other Direct Costs £</b>	<b>Total 2010 £</b>	<b>Total 2009 £</b>
<b>Costs of generating funds</b>					
Fundraising and publicity	38,645	-	10,903	49,548	38,781
<b>Charitable activities</b>					
Miscellaneous projects	291,723	46,245	269,757	607,725	544,179
<b>Governance</b>	8,159	-	19,790	27,949	21,698
	<b>338,527</b>	<b>46,245</b>	<b>300,450</b>	<b>685,222</b>	<b>604,658</b>

**Analysis of support costs**

The charitable company allocates its support costs as shown in the table below. Support costs are allocated on a basis consistent with the use of resources.

	<b>Basis of Allocation</b>	<b>Charitable activities £</b>	<b>Governance £</b>	<b>Total 2010 £</b>	<b>Total 2009 £</b>
Premises	floor area	7,368	-	7,368	7,817
General office and finance	staff ratio	6,265	-	6,265	6,042
Communications	staff ratio	4,215	-	4,215	10,951
Travel	staff ratio	3,542	-	3,542	2,035
Depreciation	staff ratio	18,654	-	18,654	22,831
Sundries	staff ratio	5,231	-	5,231	3,645
Bank charges and interest	staff ratio	970	-	970	27
		<b>46,245</b>	<b>-</b>	<b>46,245</b>	<b>53,348</b>

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

<b>7</b>	<b>Governance costs</b>	<b>Total 2010 £</b>	<b>Total 2009 £</b>
	Legal and professional fees	854	50
	Audit fees	4,245	4,348
	Accountancy fees	9,571	6,608
	Loan Interest	920	2,626
	Management meetings	4,200	428
	Salary cost	8,159	7,638
		<u>27,949</u>	<u>21,698</u>

<b>8</b>	<b>Employee costs</b>	<b>Total 2010 £</b>	<b>Total 2009 £</b>
	Wages and salaries	302,250	286,219
	Social security costs	27,370	26,016
	Pension costs	8,907	7,313
		<u>338,527</u>	<u>319,548</u>

There were no employees whose annual emoluments were £60,000 or more

The average number of staff employed during the year by function was:

	<b>2010</b>	<b>2009</b>
Charitable activities	11	11
Governance	4	5
	<u>15</u>	<u>16</u>

**9 Taxation**

The Company is a registered charity and under section 505(1) of the Income and Corporation Taxes Act 1988 is exempt from taxation

**10 Trustees Expenses and remuneration**

None of the trustees (or any persons connected with them) received any remuneration during the year, but 1 was reimbursed a total of £769 for travelling and volunteer expenses (2009 - 1 was reimbursed £634).

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**11 Tangible fixed assets**

	<b>Land and buildings £</b>	<b>Other tangible fixed assets £</b>	<b>Total £</b>
<b>Cost or valuation</b>			
At 1 April 2009	302,015	272,699	574,714
Additions	-	-	-
Disposals	-	-	-
At 31 March 2010	<u>302,015</u>	<u>272,699</u>	<u>574,714</u>
<b>Depreciation</b>			
At 1 April 2009	48,186	221,628	269,814
Disposals	-	-	-
Charge for the year	6,024	12,631	18,655
At 31 March 2010	<u>54,210</u>	<u>234,259</u>	<u>288,469</u>
<b>Net book value</b>			
At 31 March 2010	<u>247,805</u>	<u>38,440</u>	<u>286,245</u>
At 31 March 2009	<u>253,829</u>	<u>51,071</u>	<u>304,900</u>

The freehold land and buildings were revalued in 1999

The company has taken advantage of the transitional provisions of FRS 15 not to update this valuation. If these properties were sold for their revalued amounts it would be necessary to replace them with similar property.

**Comparable historical cost for the land and buildings included at valuation**

	<b>2010 £</b>	<b>2009 £</b>
<b>Cost</b>		
At 1 April 2009 and 31 March 2010	<u>505,227</u>	<u>505,227</u>
<b>Depreciation based on cost</b>		
At 1 April 2009	80,815	70,711
Charge for the year	10,104	10,104
At 31 March 2010	<u>90,919</u>	<u>80,815</u>
<b>Net Book Value</b>		
At 31 March 2010	<u>414,308</u>	<u>424,412</u>
At 31 March 2009	<u>424,412</u>	<u>434,516</u>



**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**12 Fixed asset investments**

	<b>2010 Listed Investments £</b>	<b>2010 Shares in Subsidiary £</b>	<b>2010 Total Investments £</b>	<b>2009 Total Investments £</b>
Market value 1 April 2009	47,766	100	47,866	29,183
Additions at cost	-	-	-	27,882
Sale proceeds from disposal	-	-	-	-
Change in market value	6,576	-	6,576	(9,199)
	<u>54,342</u>	<u>100</u>	<u>54,442</u>	<u>47,866</u>
Cash at bank awaiting investment	-	-	-	-
Market value at 31 March 2010	<u>54,342</u>	<u>100</u>	<u>54,442</u>	<u>47,866</u>

Investments at market value comprised of Income and Growth Trust funds and Charifund

Historical cost as at 31 March 2010	<u>49,591</u>	<u>49,591</u>
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The charitable company owns 100% of the ordinary shares of ESDA Coach Services Limited, incorporated in England & Wales. The capital and reserves were £nil at 31 March 2010 and there was £nil profit/loss for the year

**13 Debtors**

	<b>2010 £</b>	<b>2009 £</b>
Other debtors	-	2,838
Accrued income	55,598	29,507
Prepayments	3,024	4,866
Amounts owed by subsidiary undertakings	<u>14,332</u>	<u>10,051</u>
	<u>72,954</u>	<u>47,262</u>

**14 Creditors: amounts falling due within one year**

	<b>2010 £</b>	<b>2009 £</b>
Tax and social security	45,413	32,070
Bank loans	2,928	16,191
Other creditors	34,613	23,594
Accruals and deferred income	<u>44,965</u>	<u>11,985</u>
	<u>127,919</u>	<u>83,840</u>

**15 Creditors: amounts falling due after one year**

	<b>2010 £</b>	<b>2009 £</b>
Bank loans - (due 1 to 2 years)	<u>11,563</u>	<u>-</u>

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**16 Reserves**

	Note	Balance 1st April 2009 £	Incoming Resources £	Expenditure, Gains and Losses £	Transfers to/from funds £	Balance 31st March 2010 £
<b>Unrestricted funds</b>						
Functional Fixed Assets	12	304,897	-	-	(18,652)	286,245
Continuity of Service - (free reserves)		(49,413)	153,094	(222,829)	9,953	(109,195)
<b>Designated reserves</b>						
Roof repairs		12,000	10,000	-	-	22,000
Coach replacement		10,151	14,281	-	-	24,432
		<u>277,635</u>	<u>177,375</u>	<u>(222,829)</u>	<u>(8,699)</u>	<u>223,482</u>
<b>Restricted funds:</b>						
District Committees		162,629	87,566	(101,567)	-	148,628
Disabled Living Centre		9,728	83,647	(85,913)	(7,462)	-
Disabled Information Centre		15,000	5,100	(35,834)	15,734	-
Advocacy		-	44,000	(48,939)	4,939	-
Welfare Rights		-	25	(11,173)	11,148	-
LINK		30,203	200,000	(172,248)	(15,660)	42,295
Access Eastbourne		-	12,000	-	-	12,000
		<u>217,560</u>	<u>432,338</u>	<u>(455,674)</u>	<u>8,699</u>	<u>202,923</u>
<b>Endowments</b>						
Seaford Bluebird Club		<u>9,043</u>	<u>-</u>	<u>(142)</u>	<u>-</u>	<u>8,901</u>
<b>Total reserves</b>		<u>504,238</u>	<u>609,713</u>	<u>(678,645)</u>	<u>-</u>	<u>435,306</u>

**Endowments**

The Seaford Bluebird Club fund was received by way of a legacy in the year to March 2001. The income generated from the fund is to be used to provide an annual meal for the members of the Seaford Bluebird Club.

The fund is represented by fixed asset investments.

Analysis of net assets between funds is summarised in note 18.

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**16a Reserves continued**

The nature of the restricted funds are as stated below.

**District Committees:** This represents income and expenditure relating to the various committees throughout East Sussex whose activities are operated within East Sussex Disability Association

**The Disabled Living Centre, Disabled Information Centre**  
have both been funded by way of grants and small donations. These services are delivered by professional staff and volunteers who provide a variety of direct support services to meet the needs of disabled people for advice on daily living equipment, disability related information, and social activities

**Advocacy:** This is a grant funded project to provide an advocacy service to disadvantaged disabled people in East Sussex, to enable them to access the services and supports to which they are entitled and promote best practice

**Welfare Rights:** These have all been funded by way of grants and some small donations. These projects represent a broad spectrum of interrelated activities promoting the well being of disabled people, assisting disabled people achieve their entitlement to benefits, building skills and confidence to pursue pathways to employment and promoting employment of disabled people amongst employers

**LINK:** This is a grant funded project to establish and support an East Sussex Local Involvement Network

**Access Eastbourne:** this is a grant funded project to develop a user-led online access website detailing facilities in the borough of Eastbourne

**16b Transfers between funds**

The transfer from functional fixed assets to continuity free reserves relates to the depreciation costs for the year

Transfers to the Disabled Information Centre, Advocacy and Welfare Rights relate to the funding of these projects from free reserves

**17 Designated funds**

**Roof repairs** - this money has been set aside for the repairs to the roof of the property and is anticipated to be expended during the year

**Coach replacement** - monies received from ESDA Coach Services Limited are being set aside to provide funds for coach replacement in the future

**EAST SUSSEX DISABILITY ASSOCIATION  
(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

**18 Analysis of net assets between funds**

	<b>Un-restricted Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>Total 2010 £</b>
<b>As at 31 March 2010:</b>					
Tangible fixed assets	286,245	-	-	-	286,245
Investments	10,033	-	35,508	8,901	54,442
Current assets	(107,665)	46,432	167,415	-	106,182
Long term creditors	(11,563)	-	-	-	(11,563)
	<u>177,050</u>	<u>46,432</u>	<u>202,923</u>	<u>8,901</u>	<u>435,306</u>
					<b>Total 2009 £</b>
<b>As at 1 April 2009:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	304,900	-	-	-	304,900
Investments	6,926	-	31,897	9,043	47,866
Current assets	(56,342)	22,151	185,663	-	151,472
	<u>255,484</u>	<u>22,151</u>	<u>217,560</u>	<u>9,043</u>	<u>504,238</u>

**19 Legacies**

The Association have been notified of legacies receivable after the year end, however, at present the amounts cannot be quantified and are therefore not included in the financial statements.

**20 Financial commitments**

At 31 March 2010 the charity had annual commitments under non-cancellable operating leases as follows

	<b>2010 £</b>	<b>2009 £</b>
Expiry date.		
Between two and five years	<u>4,941</u>	<u>3,915</u>

**21 Related party transactions**

During the year the charity received a donation of £14,281 (2009 - £10,151) from its subsidiary ESDA Coach Services Limited

The charity also recharged £3,943 (2009 - £5,323) of expenses to the subsidiary during the year

The charity's district committees purchased coach services amounting to £24,414 (2009 - £9,521)  
The amount due to the subsidiary at the balance sheet date was £1,908 (2009 - £496)

**22 Capital commitments**

	<b>2010 £</b>	<b>2009 £</b>
Contracted for but not provided	<u>-</u>	<u>-</u>