

Charity Number: 1102838
Company Number: 04888918

GWELLHEANS LIMITED
(A Company Limited by Guarantee)
Report and Financial Statements
For The Year Ended
31 March 2010



**Gwellheans Limited
(Limited by Guarantee)
Company Registered Number 04888918**

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**Gwellheans Limited
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Reference and Administrative Information
Company Registered Number 04888918**

Gwellheans Limited was incorporated as a company limited by guarantee on 5 September 2003 under company registration number 04888918 and is regulated by its Memorandum and Articles of Association as amended on 12 May 2008. The Charity is known as Gwellheans.

The company was registered as a charity with the Charity Commissioners on 24 March 2004 under registration number 1102838. The company is a charity with the objects to promote the care and rehabilitation of people recovering from addiction to and misuse of drugs and alcohol.

Principal/

Registered Office:	The Douglas Hocken Day Centre Alma Place Redruth Cornwall TR15 2AT	Senior Staff Director: Steve Coad (not a Director under company law)
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Solicitors: Stephens Scown
Osprey House
Malpas Road
Truro
Cornwall
TR1 1UT

Bankers:	CAF Bank Ltd PO Box 289 Kings Hill West Malling Kent ME19 4TA	HSBC 81 Fore Street Redruth Cornwall TR15 2BW	Lloyds TSB 5 Fore Street Redruth Cornwall TR15 2AZ
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Directors and Trustees:	Paul Harman F.C.A, CTA, John Sansom Geoffrey Tate Mary Vyvyan	(Chairman)
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Senior Statutory Auditor: Paula Thomas B.A. F C.A.

Auditors: Walker Moyle Chartered Accountants
Alverton Pavilion
Trewithen Road
Penzance
Cornwall
TR18 4LS

Gwellheans Limited
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Directors' Report (Incorporating Trustees' Annual Report)
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The Directors are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2010. The financial statements have been prepared in accordance with the current statutory requirements, the Articles of Association and Statement of Recommended Practice – Accounting and Reporting by Charities (revised SORP 2005).

Reference and Administrative information set out on Page 1 forms part of this report.

THE ROLE AND PURPOSE OF GWELLHEANS:

The charity's purpose is to support people recovering from addiction to drugs or alcohol. We do this in the form of non-residential programmes, groups and activities and work within Cornwall and the Isles of Scilly.

We were established in 1996 as a result of a local initiative and have gradually grown and evolved since then.

We work on the basis that we will try to help everyone who comes to us lead a successful and rewarding life beyond Gwellheans, but we are also committed to working with people for as long as they need us, not for a specified period. We will help clients to develop their positive motivation to change. We believe that recovery is possible, that old life-styles can be left behind and that new lives can be successfully created.

Our overall aim is to help people progress along their personal pathway to recovery by providing the support needed to reintegrate, prevent relapse, build confidence, establish new skills, find somewhere to live, develop education and assist in finding employment.

The objects of the organisation are; "To promote the care and rehabilitation of people recovering from addiction to and misuse of drugs and alcohol through the provision of activities which reduce the risk of relapse, to provide support for families or carers of those who have become addicted to drugs or alcohol and to undertake preventative work with people who are at risk of becoming addicted to or misusing drugs or alcohol."¹ Gwellheans has the ability to work with a wide range of clients and their families and carers.

Services are free of charge and anyone in recovery can be referred by an agency or self refer.

ENSURING OUR WORK DELIVERS OUR AIMS:

We review our aims, objectives and activities annually. This review looks at what we achieved and the outcomes in our work in the previous twelve months.

The review looks at the success of our activities and the benefits they have brought to our clients. The review also helps us ensure our aims, objectives and activities remained focussed on our stated purpose.

¹ Memorandum of Association of Gwellheans Limited, Clause 3.

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We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how the planned activities will contribute to the objectives they have set and consider whether new contracts or pieces of work fits our objects.

THE FOCUS OF OUR WORK:

Our main aims for the year centred on continued support for people recovering from addiction to drugs and/or alcohol by providing non-residential programmes, groups and activities.

We aim to:

- Increase self-esteem, self-worth and personal aspirations;
- Sustain positive long term lifestyle changes;
- Support individuals in eliminating the addiction and abuse of drugs and/or alcohol in their lives;
- Combat the effects of social exclusion;
- Integrate excluded and marginalised individuals into the community to reduce the negative impact of social exclusion;
- Increase health, well being and physical fitness;
- Increase participant's transferable life skills and increase the chances of long term employment.

The strategies we used included:

- Providing a range of services which reflect the relevant quality standards and facilitates people's progress along their personal pathway to recovery;
- Working to contribute and enhance local, regional and national objectives and initiatives;
- Increasing access by delivering in various locations around the County;
- Facilitating staff development and training,
- Enhancing our client involvement;
- Delivering current contracts and pursuing new ones (procurement).

PERFORMANCE AND ACHIEVEMENTS:

During 2009-10, we had 523 new referrals (458 in 2008-09), a total of 570 clients engaged in our programmes throughout the year (511 in 2008-09) and 83% of people completed successfully (88% in 2008-09). The percentage of female clients remained within our targets at 24% (30% in 2008-09).

Our referrals of ethnic groups stayed at 6% which reflects the Cornwall profile according to the Office for National Statistics. Increasing our accessibility to all groups should be a priority for us.

1st Drug Profile:

Our records of each client's reported '1st Drug' show in order of top five prevalence,

1. Heroin;
2. Cocaine,
3. Cannabis;
4. Amphetamines;
5. Crack;

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Alcohol has been recorded 127 times as '1st substance' (equal to the prevalence of Cannabis).

Client Age Profile (referrals to all programmes):

- 0 - 19 years - 27 referrals of which 19 (71%) started on a programme;
- 20 - 39 years - 585 referrals of which 415 (71%) started;
- 40 - 59 years - 354 referrals of which 293 (83%) started;
- 60+ years - 24 referrals of which 17 (71%) started.

From these groups, 82% to 85% were classed as completing successfully, with the exception of the over 60 group, who had a 72% successful completion rate.

Referral Numbers by Source:

1. Self referral;
2. CADA/Addaction;
3. PAS Ltd. (Supported Housing);
4. Job Centre Plus;
5. Community Drug and Alcohol Team;
6. Probation (including three referrals from Meneghy Hostel);
7. Stonham (Supported Housing);
8. Criminal Justice Integrated Team;
9. New Start (Supported Housing);
10. West Community Mental Health Team;
11. Devon and Cornwall Housing Association (Supported Housing);
12. New Connections;
13. CN4C, Working links, Social Services, Hospital, GP (all one referral each).

We are very pleased to report that in June 2009, we met our objective of achieving the MATRIX standard for both internal and external services in relation to the delivery of information, advice and guidance.

We welcomed a new Key Worker, Nicola Graham, who immediately made a positive impact particularly for our Progress2Work clients.

Our programmes undertaken to further our charitable activities for the public benefit are described below.

Structured Day programme:

This programme is commissioned by the Cornwall and Isles of Scilly Drug and Alcohol Action Team and they describe it as:

'The aim of a Structured Day Programme is to help clients with a history of drug and/or alcohol use to rebuild their lives, whilst living in the community and maintaining and/or building family and social networks.

The service will facilitate recovery and rehabilitation through promoting physical and psychological health, social functioning and life skills. A range of therapeutic and practical resources will be used, including specifically; relapse prevention, life and social skills, education and training, creative arts and complimentary therapies. Programmes will focus on the development of individual strategies for change; and the building of links with community resources which can contribute to health improvement, education, training and employment'.

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Structured Day Programmes perform an important function within the wider system of services by promoting recovery, supporting engagement in treatment, linking clients to training and employment opportunities. These programmes fall within tier 3 of the Models of Care (MoC) guidance and form part of the overall preventative strategy for Cornwall and the Isles of Scilly.

National Institute for Clinical Evidence (NICE) guidance and the International Treatment Effectiveness Project (ITEP) describe the structured psychosocial interventions that best contribute to effective treatment

SERVICE DESCRIPTION:

Tier 3 refers to the provision of care-planned individual or group interventions that meet the threshold for structured treatment determined following a comprehensive assessment. Interventions can be provided concurrently or sequentially with other interventions according to the care plan drawn up between the individual and their Key worker. To include:

- Comprehensive drug/alcohol assessment process, utilizing the Cornwall and IOS Drug and Alcohol Action Team Common Assessment tool, in accordance with MoC & NICE guidance, including a Health Care Assessment;
- Care planning, co-ordination and review for all in structured treatment, as per NTA guidance with regular key working sessions as standard practice, utilizing the DAAT Care Planning tool;
- Harm reduction activities as integral to care-planned treatment, in particular preventing the spread of BBVs and reducing drug and alcohol related deaths;
- The range of structured evidence-based psychosocial interventions specified within NICE guidance and from the ITEP, in each of the 3 localities to meet needs as part of a care plan;
- Interventions and liaison that specifically secure specialist housing and accommodation, employment, training and education input;
- Liaison for social care services (e.g. social services (child protection and community care teams), housing, and homelessness.

Interventions available as part of care plans can include:

- Motivational Interviewing;
- ITEP Mapping Tools;
- CBT Interventions;
- Life and Social Skills;
- Overdose Prevention;
- Relapse Prevention;
- Contingency Management;
- Accommodation Support;
- Employment and Training Initiatives;
- Debt Counselling;
- Parenting and Family Interventions;
- Nutrition;
- Budgeting and Financial Management.

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Gwellheans operates as per NICE guidance:

- Effective key working systems are in place, with demonstrable co-ordination between organisations;
- Care planning processes are person-centred;
- Good communication is achieved with service users, including those with special needs and across the 6 strands of diversity and equality;
- Families and carers are included in assessment & care planning processes wherever possible,
- Brief interventions are offered in accordance with guidance;
- Advice & information regarding self help groups is provided routinely,
- All staff have demonstrable competencies which can be measured against DANOS;
- Advice & information regarding treatment decisions and care plans are provided by staff to service users;
- Protocols for effective transfer to other agencies are in place,
- Referral pathways for mental health and other problems are in place.

Those eligible include people who are, or recently have been, engaged in other forms of specialist care, such as detoxification and prescribing, residential rehabilitation and prison-based treatment programmes, and also offenders who are serving community penalties, including drug related court orders.

As at the end of February 2010, there were 1762 people in drug treatment within Cornwall.

GWELLHEANS DAY PROGRAMME PROVISION:

During 2009-10 the Structured Day Programme had a total of 350 engaged and during the year we had 218 new referrals of which 214 started on a programme. Over the year we had 4596 attendances on the day programme activity which is the highest annual figure in our history. Added to the Newquay Endeavour project attendances of 750 over six months, and other external group attendances means our total tops 6000. We are delivering activities at a rate of over 500 individual places a month.

The day programme service is available on week days 9am to 5pm

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We provide a variety of support to our clients in addition to the group activities. This includes one to one contact, identification of self worth and respect, goal setting and development of appropriate programmes to enable clients to reach their personal goals. We explore negative behaviour, lifestyle choices and their consequences and help identify achievable and positive alternatives. These personal development routes include supported exit strategies identified through goal planning.

All clients appropriately referred to Gwellheans are offered an induction and assessment. Each client is assigned a key worker and individual goals and action plans are drawn up with the client. The individually tailored programme is regularly reviewed and may consist of Gwellheans provision or that of a partner provider or as in some cases, a mixture of both.

Day programme activities offered include:

- **Induction** - new clients introductory group discussing Gwellheans and services provided, including short term goals, internal and external signposting.
- **Skills for Recovery** - (Relapse Prevention) a modular course and a weekly Relapse Prevention Follow up 'drop-in' group, delivered internally.
- **Mindfulness based Relapse Prevention** - delivered by CADA/Addaction.
- **Auricular Acupuncture** - delivered at our main office and at our Endeavour Project in Newquay.
- **Tai Chi** - an aid to relaxation and reducing anxiety - also aiding general well being and muscle development.
- **Sports and Healthy Living group** - includes team and individual activities hosted at the Cornwall College. It also encompasses general health and well being. Aiding individuals to work in a team environment and learning to support others.
- **Yoga** - delivered in house by a fully qualified teacher. Aiming to help relieve stress, aid movement and mental wellbeing.
- **On Line Computer group** - Certificated by Cornwall College and delivered at two levels. Basic and working up to advanced.
- **Computer Drop-In** - utilising the computer suite to assist in college projects, signposting to other organisations or updating individual computer skills. Assisting in CV writing, Job searching and to create posters and write minutes for Client meetings.
- **Literacy & Numeracy** - Certificated by Cornwall College and exams undertaken.
- **Guitar Group** - facilitated by a client volunteer and also 'jamming sessions' offered on Fridays.

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- **Healthy Eating** - Certificated by Cornwall College.
- **Cookery Workshops** - one off workshops looking at specific clients needs: Nutrition, budgeting, seasonal cooking & vegetarian needs.
- **Green Woodwork** - Tehidy woods one day a week.
- **Allotment** - working on local allotment, understanding seasonal fruit and vegetables, physical well being and aid to relaxation.
- **Craft Group** - In-house group teaching individuals to create craft items including card making, jewellery and other general arts and crafts. Working in a team environment aiding social inclusion and meeting new friends. Facilitated by an ex-client.
- **Visual Art group** - an in-house group working on developing art skills, working with clay and other materials, including external trips to Art museums and participation in a national art project.
- **Creative Writing** - certificated by Cornwall College.
- **Women's well being group** - including team building and outdoor activity days out at BF Adventure and trips out to exhibitions etc
- **Cycling** - held in conjunction with 'Pedal Back the Years' initiative and includes bike maintenance.
- **Off The Road** - a 14 week course encompassing motorbike maintenance, riding and working towards gaining a CBT. Clients learn how to weld, fix and ride off road motorbikes. They also gain a mechanical knowledge of engines and how other parts work.
- **Tools for the Future** - covering work related skills to aid people who are looking to return to work, college, or working as volunteers.
- **BF Adventure Activity Centre days** - activities include; problem solving, team building, improving communication skills through outdoor activities such as rock climbing, canoeing, archery and orienteering
- **Clients Meeting** - (held with Clients to create an opportunity to express issues and discuss ideas within a structured environment) Includes clients creating informative posters, minute taking, writing and distribution, as well as Client Representatives who host the meetings.
- **Certificated First Aid Training** - held internally and externally by a qualified member of staff.
- **YMCA Sports** - sessions held weekly in Penzance.
- **Dracaena Sports** - sessions held weekly in Falmouth.
- **Sembal Skills** - project day programme activities held in St Austell.
- **Lowen** - day programme activities held in Bude and Liskeard.
- **Volunteering programme** - offering opportunities connected to all our activities.
- **Endeavour** - day programme activities held in Newquay as described below

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ENDEAVOUR PROJECT (NEWQUAY):

This is a new element to the structured programme being delivered by Gwellheans. Although being run as a pilot scheme initially, it will continue as long as a need is identified and the necessary funding is available. The project runs twice a week on Wednesdays and Fridays at St Michael's Hall in Newquay.

The overall aim of the Endeavour Project is to promote well-being and recovery. The range of activities and courses enable clients to rebuild their interests and social life and to work towards education, training and employment opportunities in the community.

We are keen to uphold a client centred environment throughout this project, and appreciate client and referral agency ideas and feedback.

We are aware of the difficulties that clients are faced with trying to travel to our centre in Redruth on public transport. It can take up to two hours to travel to us and even then trying to fit the bus times around our timetable is difficult. With this in mind and given the fact that Newquay is known as a 'hotspot' for drug related issues and problems, it is therefore appropriate for us to instigate day programme activities there.

It is anticipated that the demand for this project will grow and we know that there are many more potential clients living in and around Newquay particularly those living in 'supported accommodation'.

A Client's Story:

After two years of homelessness and battling with addiction, Dave met Maggie (Progress 2 Work Advisor), and decided to try the 'Endeavour' Project at Newquay, joining the art & craft group, healthy eating course and received auricular acupuncture. He received a lot of support from staff and volunteers, and started to make friends at the group; felt relaxed, gained confidence, and really looks forward to his two days there and finds the structure helpful. Now Dave is starting to volunteer at the 'Endeavour' Project, is taking his ASDAN qualification and helping out in the soup-kitchen of a local church. In his words "I look forward to my week ahead coming to these places. I feel safe because if I had a problem I would talk to someone. I don't know where I would be if it wasn't for places like Gwellheans."

SEMBAL SKILLS PROJECT (ST AUSTELL):

This project has been running in St Austell for the last two years and was facilitated by two colleagues from the Cornwall Community Drugs and Alcohol Team (CDAT).

Recently we were asked by Cornwall and IOS Drug and Alcohol Action Team (DAAT) to take over the running of the project. After a hesitant start, we managed to gain some additional funding from The Pilgrim Trust which secured the costs for the staff cover for two years. Gradually the project is regaining its momentum. The project is specifically for clients from CDAT that are yet to be completely abstinent and gives the opportunity for some structure, peer support and opportunities to gain skills and participate in various activities.

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SPORTS AND HEALTHY LIVING:

It has been proven in various medical studies that sports and the release of endorphins associated to participation in sport, have a beneficial effect to clients in both their short and long term recovery. As well as naturally raising clients self esteem, confidence and awareness of their own body and mind.

It was clear to us that there was a large gap in the provision of sports opportunities for clients in recovery within Cornwall, so we started the Sports and Healthy Living Project and have begun to offer it county wide. This has given clients the opportunity to engage in sports within their local area. Gwellheans have achieved this by working in partnership with other agencies to provide suitable referrals in order to ensure each of these sports clubs is sustainable.

The funding for the Coordinator post was generously provided by the Duchy Health Trust.

The Healthy Living Project has commenced in Penzance, Redruth, Falmouth & Newquay. Since November 2009, we have had over 435 participants in all of our four clubs and hope to expand the number of clubs within the next 12 months to six.

Our overall vision is that all these clubs will be run by trained volunteers. The clubs and volunteers will continue to get support from the Coordinator of the project throughout, and will also work closely alongside local organisations such as the Cornwall Sports Partnership.

PARTNERSHIP WORKS:

We have been working with Learning Partnership since June 2008, as part of the 'Partnership Works' project. This is an Adult Work Related strand under the Convergence Programme and is a perfect partner to our Job Centre Plus Progress2Work contract as it focuses on skills for life and employability, therefore increasing training and employment opportunities for our clients.

The programme aims to engage clients who have barriers to training and employment. For the participants, these barriers are as a result of periods of substance and/or alcohol misuse. Following an information, advice and guidance session (MATRIX accredited) a tailored learning plan is written with the client and an appropriate Partnership Works programme is devised and agreed with regular reviews scheduled.

- ➔ The project runs to December 2010, and so far 100 clients have started against a target of 87.
- ➔ 35% of these starters were female. This is a higher rate than we had expected (normally circa 24%).
- ➔ Most targets have been met and we anticipate completing our part in the project during the summer of 2010.
- ➔ We have at least 41 clients identified as actively job searching and we are pleased to report that 22 have moved on into employment.
- ➔ In addition we are able to offer benefits advice sessions and help with travel expenses.
- ➔ One interesting result was that we learnt from client feedback forms is the importance that all groups involve social interaction. Quotes included 'gets me out and gets me mixing with people'.

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A Client's Story:

Katrina has been engaging with Gwellheans for a couple of years, and was regularly attending the same sort of groups but seemed to have reached a plateau. Her keyworker decided to encourage her to join our 'Partnership Works' programme, which opened up new opportunities to her. She has completed an ASDAN qualification in Volunteering and is now hoping to secure a volunteering role with another local organisation. She has started Skills for Life 'Fast-Track' course and is gaining qualifications on an almost weekly basis' She is coming into Gwellheans happy and enthusiastic. "I was really pleased I finished the work towards the ASDAN qualification. It taught me how much I had learned and reminded me about the skills that I had gained."

PROGRESS2WORK:

We have been working with Job Centre Plus since November 2003, as provider of Progress2Work in Cornwall.

The overall aim of this Jobcentre Plus provision is to help people improve their employability and ultimately to find and keep jobs. Our performance contributes directly to that of Jobcentre Plus and we therefore have a shared interest in the success of the provision. All Jobcentre Plus provision is designed to tackle specific barriers which unemployed people face in finding and retaining work. In keeping with that, we provide people with a professional, high quality and work-like experience that delivers to them a sense of pace and purpose in their efforts to find work.

The programme aims to engage clients who have barriers to training and employment. For the majority of our clients these barriers are a direct result of chaotic periods of substance and/or alcohol misuse in their lives, which they are now trying to rebuild. Following a comprehensive initial assessment, a bespoke, structured programme is planned with the client, and if appropriate the client is referred to the Progress2work programme.

- ➔ This year, 209 clients started a programme against a target of 192, with an average active caseload of 199.
- ➔ 30 clients went into employment.
- ➔ 21 of these were sustained (at least 13 weeks in continuous employment)
- ➔ 82 clients entered mainstream or specialist provision.
- ➔ 41 clients entered further education and training.

All clients received an individually tailored programme. As quoted in our MATRIX accreditation report (June 2009), we are unique in that we are the only organisation in Cornwall commissioned to deliver structured drug treatment and educational/employment related provision together.

As part of our Progress2Work contract over the last six years, we have developed good local arrangements with a number of employers as part of both helping clients into employment and 'in employment' support. We have taken substantial steps in overcoming misconceptions and concerns from employers. We tend to match client need to employers and job availability, rather than have a list of employers that we routinely place clients with. Given the nature of unemployment trends and challenges in Cornwall and the diverse needs of our clients and integration aspirations, we feel this is the best approach.

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A Client's Story:

Chris came to Gwellheans in February. He lived locally and had severe anger issues, and could not interact with the Job Centre positively as he got too angry. Karen (Key Worker) spent some 'one-to-one' time with him over a number of sessions; he joined the Art group and gained a lot from our 'Skills for Recovery' course. In time he started to communicate with the JobCentre in a more considered and calm way, often pre-writing questions he needed to ask. Chris joined the Progress2Work programme, and started to focus on job searching and going for interviews. He then secured employment, working with animals and wrote to Karen "big thanks to all here that helped me find the confidence and skills to achieve this."

STAFF TRAINING:

The training plan for 2009-10 arose from two training needs assessments and the staff appraisal and supervision process.

The staff appraisal process includes mapping Drug and Alcohol National Occupational Standards (DANOS) competences against job descriptions and agreeing a training and development plan as a result of any gaps found.

Individual learning and development plans are prepared for paid staff and volunteers and subsequently a team/Gwellheans plan is formed from these.

Key areas for training identified include:

- First Aid;
- Health and Safety;
- Fire Safety;
- Substance Use Screening Tool Training (SUST);
- Information, Advice and Guidance - NVQ level 3;
- Information Technology as identified in individual cases (excel, IIMS, PowerPoint, Web Design);
- Emotional Intelligence (Leadership Training)

Evaluation of training events were carried out using 'training impact assessment' forms as part of the Staff Development Toolkit. These are issued to attendees on their return to work after an event and reviewed with their Line Manager three months later to assess the impact on their job.

The effectiveness of training events were monitored through the staff supervision and appraisal process.

CLIENT INVOLVEMENT:

Our aim is to have as much client involvement at Gwellheans as possible, however we have to make sure all clients are supported with this, and no-one's recovery is put at risk due to any pressure that can happen with responsibility. We have a policy on service user involvement and consider involvement a very important part of how we operate.

The following are some examples of how we have achieved this involvement.

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Client Representatives:

We have two client elected representatives, one male and one female. They are now organising and facilitating the client meetings, writing up minutes and forming agendas. Some of our clients lack confidence and are not able to speak up for themselves but have something they want to add or suggest, this gives them another option of making themselves heard. We have had representatives for a few years now and they have proven to be a great asset to the staff and clients alike.

Client Meetings:

Client meetings are usually well attended; they have now discovered that by inviting people through individual flyers with a notification as to what is on the agenda attendance improves. Trustees are invited to attend the meetings.

They have also formed a sub committee to look at putting together a client magazine. "GLAD" - Gwellheans Life and Development is currently a work in progress. This idea was put to a client competition to name the magazine and the client who won, got a fast track voucher to jump the petty cash queue for a month, their idea! Also on the sub-committee, they will be looking at the Open Day that is planned for the 18th August 2010, they will work with staff on this.

Suggestion Box:

This box is situated upstairs in the corridor and it is emptied weekly, we then discuss the feasibility of the ideas so we can then report back to the next client meeting and go over it with the clients and publish our response. From these suggestions we have looked at securing funding for the Men's Group. Previous suggestions have included a request for Guitar Playing and Creative Writing; both groups are now well established and run weekly.

Client Volunteers:

We currently have 12 volunteers on different groups and projects, they are chosen for their interests and commitments in the specific groups they support. All our volunteers are in long term recovery and have a support network of case workers and a volunteer coordinator.

We have also given them the option to take an accredited qualification in volunteering which is now offered by Gwellheans for them to add to their portfolio for when they move on from Gwellheans.

Feedback Forms:

Feedback forms are used for every activity and course that we run at Gwellheans. The views of clients are then collated and a report written. The findings are discussed with the facilitator and are used to inform the content of future activity.

One to One Reviews:

A review meeting is held every three months between each client and their Key Worker. This often provides an ideal opportunity to obtain feedback and some comments on the relevance of the activities and programmes to people's recovery and progress.

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Cornwall User Forum:

Information about the user forum is available around the building and members of the forum are available to contact and often visit and talk to clients.

Public Benefit

The Trustees have complied with the duty in Section 4 of the 2006 Charities Act to have due regard to public benefit guidance published by the Charity Commission

Structure Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10

Recruitment and Appointment of Board

The directors of the company are also charity trustees for the purpose of charity law. The minimum number of trustees is two and one third (or to the nearest number) of the trustees who are subject to retirement by rotation shall retire from office at the Annual General Meeting.

If a new nomination for a trustee post is not personally known to existing trustees, two references must be obtained.

All new trustees must produce an enhanced criminal records disclosure.

Trustee Induction and Training

Trustees who have served for some time are already familiar with the hands on work of the charity. An induction programme is prepared for each new trustee covering all aspects of the role including:

- Rights and responsibilities of Trustees
- Objectives of the charity
- Operational Framework of the charity

The charity also has copies of the Good Trustee Guide available.

Related Parties

Gwellheans works in partnership with groups/agencies within the local community. Gwellheans is not affiliated to any other charity.

Organisational Structure

Trustees take overall responsibility for everything the charity does and they act collectively to govern the organisation. In practice, many day-to-day tasks are delegated to staff, principally the director, or to individual board members, but the central responsibilities of the board remain.

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Risk Management

Gwellheans has a comprehensive range of policies and procedures covering all aspects of the service.

Gwellheans has a policy on confidentiality which applies to all staff, clients and Trustees.

The major risks to which the charity is exposed, as identified by the Board, have been reviewed and systems or procedures have been established to manage these risks.

Financial Review

The audited accounts for the year are shown on pages 21 to 30.

The reserves held at the year end totalled £255,422 (2009 £229,293), representing a net increase of £26,129. Total free reserves of £62,585 are held at the year end excluding tangible fixed assets and the long term liability.

This is less than three months total running costs and the charity intends to build up free reserves each year.

Reserves Policy

The policy of the charity for the purpose of determining the level of income reserves which it is appropriate for the charity to maintain in order to meet effectively its needs is as follows: -

Our aim is to have in free reserves an amount not less than the equivalent of 3 months' expenditure, as recommended by the Charity Commission

In addition the Trustees have designated reserves as follows, the Repairs Reserve £18,000 to cover repair costs for the building, the Redundancy Reserve £63,000 to cover staff redundancy costs should the Charity discontinue or reduce its activities and the Security Deposit Reserve as required by the Charity bank £25,000.

FUTURE PLANS:

Despite the present uncertainty relating to funding and government spending cuts we consider ourselves to be in a strong position to continue delivering our services in the future and attract new work. The progress that we have made to increase the range of services will help ensure this and we have the capacity to expand our range even further as the opportunities arise.

We know that our **Progress2Work** contract is due to end in March 2011. We had been involved in the tendering process for the contract known as 'Progress2Work Link Up' We have now been told that this tendering process has been halted due to the new government's review of the welfare system. We await a decision on whether specialist provision for substance misuse sits within the new 'work programme' being created by the government.

**Gwellheans Limited
(Limited by Guarantee)
Directors' Report (Incorporating Trustees' Annual Report)
Company Number 04888918**

Our **Partnership Works** contract runs until December 2010, and we have already begun discussions with partners about bidding for Phase 2 of the convergence programme. This is in order that we can continue with the work we undertake within adult related work programmes. We have secured 'Capacity Building' funding through the Partnership Works project which will help put us in a good position to take on future contracts.

Our **Structured Day Programme** contract continues to run and in addition to this we will expand our range of delivery locations in Newquay, St Austell, Bude, Liskeard and Penzance. Additionally as the local drug treatment services reconfigure and relocate to three teams across the county, we will aim to have a presence within those teams.

There are other initiatives such as the one at the Dracaena Centre in Falmouth; we have made a commitment to support this by facilitating activities for at least one half day a week.

Our plans for the **Sports and Healthy Living Project** are to continue the applications for funding (lottery, etc.) with the help and guidance from 'SPORTED' (we are a partner agency in this national initiative), in order to secure the post of coordinator and expand the range of activities and locations they are delivered in. We will seek to increase the opportunities for volunteers and mentors within the project and increase the number of clubs available to our clients.

We will over the coming year have a part to play with the Cornwall and IOS Drug and Alcohol Action Team sanctioned 'co-located Teams in the West, Central and North of the County. Our presence with these teams will include the provision of groups and activities (where the funding is available).

We will continue to focus on our client involvement in our service as we consider this crucial to our success as an organisation and provider of services.

It is our wish to continue hosting domestic violence counselling provided by the West Cornwall Women's aid at our premises and continue with the provision of our women's group and form a new 'men's group' with funding secured through the Cornwall Community Foundation.

During the summer of 2010, we will be transferring to the use of a new electronic case management system known as HALO provided by the Cornwall and IOS Drug and Alcohol Action Team. This will enhance the opportunities for integrated case management between the drug and alcohol treatment agencies in Cornwall and allow for the effective use of common assessment and care planning tools as well as providing a robust reporting facility (to the National Drug Treatment Monitoring Service).

Gwellheans will ensure that staff development and training continues and we will progress our implementation of the Drugs and Alcohol National Occupational Standards (DANOS), our compliance with QuADS (Quality Assurance for Drug and Alcohol Services) and continuous development as part of our MATRIX accreditation for the provision of information, advice and guidance.

**Gwellheans Limited
(Limited by Guarantee)
Directors' Report (Incorporating Trustees' Annual Report)
Company Number 04888918**

We will be holding an 'open day' on the 18th August at our Redruth offices, this will be a good opportunity for us to show are referrers and others what we do and how we do it and for them to talk to some of our clients, staff and Trustees.

All of our planning and forward thinking will be within the backdrop of local, regional and national objectives. As an example, our work furthers the objectives of the Cornwall and IOS Drug and Alcohol Action Team who's 'Treatment Plan' forms part of regional and national objectives and strategies. These contribute to the 'Local Area Agreement' goals and those of the National Treatment Agency.

Our training and work related programmes will contribute to the requirements of the latest welfare reforms from Government in relation to unemployed people with drug and/or alcohol issues and will be developing our provision.

Gwellheans is in a good position to cope with government led changes to substance misuse treatment and welfare reform systems and subsequent local reconfigurations as they occur over the coming months and years. We are confident that we can continue to provide a high quality service to those who need our help in Cornwall.

**Gwellheans Limited
(Limited by Guarantee)
Directors' Report (Incorporating Trustees' Annual Report)
Company Number 04888918**

Statement of Directors' Responsibilities

The Trustees (who are also directors of Gwellheans Limited 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:

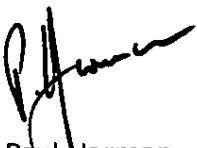
- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures 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 business.

The Trustees are responsible for keeping proper 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

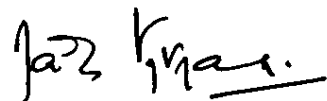
In so far as the trustees are aware: there is no relevant audit information of which the charitable company's auditors are unaware: and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Directors' Report is prepared in accordance with special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed by:



Paul Harman
Trustee/Director



Mary Vyvyan
Trustee/Director

Date: 8/9/10

Date: 8/9/10

**Independent Auditor's Report
To the Members of Gwellheans Limited
(Limited by Guarantee)
Company Number 04888918**

We have audited the financial statements of Gwellheans Limited for the year ended 31 March 2010 which comprise of the Statement of Financial Activities (including Income and Expenditure Account), the Balance Sheet and the related notes. The financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (Effective April 2008)

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 charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Directors and Auditors

The trustees' (who are also the directors of the company for the purpose of company law) responsibilities 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 charity's 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 Trustees' Annual Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the Charity has not kept adequate accounting records, if the Charity's 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 disclosures of trustees' 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.

Basis of Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination on a test basis of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

**Independent Auditor's Report
To the Members of Gwellheans Limited
(Limited by Guarantee)
Company Number 04888918**

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 charity's affairs as at 31 March 2010 and 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 prepared in accordance with the Companies Act 2006, and
- The information given in the Directors' Report is consistent with the financial statements.



Paula Thomas BA FCA (Senior Statutory Auditor)
For and on behalf of: Walker Moyle, Statutory Auditors
Alverton Pavilion
Trewithen Road
Penzance
Cornwall
TR18 4LS

Date: 23 September 2010

Gwellheans Limited
(Limited by Guarantee)
Statement of Financial Activities
(Including Income and Expenditure Account)
For The Year Ended 31 March 2010
Company Number 04888918

					Total Funds Year Ended 31 March 2009 £
	Notes	Unrestricted Funds £	Restricted Funds £	Total £	
Incoming resources:					
Incoming resources from generated funds					
Voluntary Income	2	0	35,309	35,309	34,868
Investment Income		555	0	555	5,310
Incoming resources from					
Charitable Activities	3	230,192	257,600	487,792	455,282
Other Incoming Resources		3,915	0	3,915	1,932
Total Incoming Resources		234,662	292,909	527,571	497,392
Resources Expended					
Costs of generating funds					
Costs of generating					
Voluntary Income		71	0	71	129
Charitable Activities	4	228,545	234,519	463,064	360,315
Governance Costs		13,864	24,443	38,307	53,778
Total Resources Expended	5	242,480	258,962	501,442	414,222
Net Income/(Expenditure) for the Year/Net Movement in Funds		(7,818)	33,947	26,129	83,170
Reconciliation of Funds					
Total Funds Brought Forward At 1 April 2009		215,684	13,609	229,293	146,123
Total Funds Carried Forward At 31 March 2010	20	£207,866	£47,556	£255,422	£229,293

The Statement of Financial Activities includes all gains and losses recognised in the year. All reserves and resources expended derive from continuing activities.


The notes on Pages 23 to 30 form part of these financial statements

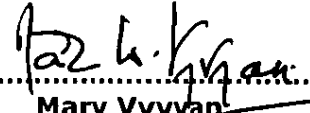
Gwellheans Limited
(Limited by Guarantee)
Balance Sheet
As At 31 March 2010
Company Number 04888918

	Note	2010 £	2009 £
Fixed Assets			
Tangible Assets	11	182,199	190,053
Current Assets			
Debtors	13	84,619	19,844
Cash at Bank and in Hand		190,448	191,986
		<u>275,067</u>	<u>211,830</u>
Creditors - Amounts Falling Due Within One Year	14	<u>59,780</u>	<u>24,979</u>
NET CURRENT ASSETS		215,287	186,851
TOTAL ASSETS		<u>397,486</u>	<u>376,904</u>
LESS CURRENT LIABILITIES			
Creditors - Amounts Falling Due After More Than One Year	16	142,064	147,611
NET ASSETS		<u><u>£255,422</u></u>	<u><u>£229,293</u></u>
INCOME FUNDS			
Unrestricted Funds:			
General Fund	17	101,866	109,684
Designated Funds	18	<u>106,000</u>	<u>106,000</u>
		207,866	215,684
Restricted Funds	19	47,556	13,609
TOTAL FUNDS	20	<u><u>£255,422</u></u>	<u><u>£229,293</u></u>

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (Effective April 2008)

The financial statements were approved by the Board of Directors on 8th September 2010.

.....

Paul Haman
Trustee/Director

.....

Mary Vyvyan
Trustee/Director

The notes on Pages 23 to 30 form part of these financial statements

**Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918**

1. Accounting Policies

a) Basis of Preparation

The financial statements have been prepared in accordance with the historic cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006. In preparing the financial statements, the Charity follows best practice as set out in the Statement of Recommended Practice, Accounting and Reporting by Charities (revised SORP 2005).

b) Legal Status of the Charity

Gwellheans Limited is a company limited by guarantee and therefore has no share capital. The liability of each member under the guarantee is limited to £10.

c) Tangible Fixed Assets and Depreciation

Depreciation of fixed assets is made in order to write off the cost of fixed assets to their estimated recoverable amount over the course of their useful economic lives. It is provided on straight line basis at the following rates:

Freehold Land	Nil Per Annum
Freehold Buildings	2% Per Annum
Furniture and Equipment	20% Per Annum
Computers	25% Per Annum

Individual fixed assets costing £200 or more are capitalised at cost

d) Fund Accounting

Funds that are received for specific purposes where any surplus arising cannot be freely spent by the charity are regarded as restricted funds. Their receipt and application are shown in the Statement of Financial Activities and in Note 19 to the accounts.

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

Designated funds are so designated at the discretion of the Trustees and transfers to or from these funds are made in accordance with the Trustees estimates of the potential future requirements of the Charity

e) Incoming Resources

Capital and Revenue Grant income (Voluntary Income) is included in incoming resources when legally receivable and quantifiable, except when the donor imposes preconditions that have to be met or specifies the grant must be used in future periods, in which case the income is deferred to those periods.

Income from contracts with specific performance conditions (Charitable Activities) is included in the period in which the Charity performs the service and is entitled to the consideration.

The value of services donated by volunteers is not incorporated into these Financial Statements.

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

f) Resources Expended

Expenditure falling directly within one cost category is allocated to that category. Where expenditure involves more than one category, it is apportioned on a basis consistent with the use of those resources. Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of irrecoverable VAT. Support costs relating to several activities have been apportioned as per note 6.

Governance costs are the costs associated with the governance arrangements of the Charity which relate to the strategic running of the Charity.

g) Pension

Pension scheme contributions made by the Charity to employees' defined contribution pension schemes are charged to revenue in the year in which they are paid.

h) Leased Assets

All operating leases and rental expenses are charged to the Statement of Financial Activities as incurred.

2. Incoming Resources Voluntary Income

	Unrestricted	Restricted	Total	2009 Total
Day Programme Grants East and West	0	25,365	25,365	1,570
IT/Refurbishment Grants	0	9,944	9,944	8,298
Security Deposit	0	0	0	25,000
	£0	£35,309	£35,309	£34,868

3. Incoming Resources from Charitable Activities

Day Programme East and West	50,000	163,720	213,720	219,378
Cornwall User Forum/Hosted Projects	0	13,586	13,586	14,750
Progress 2 Work	180,192	0	180,192	177,383
Work Roots	0	0	0	15,750
Partnership Works	0	65,294	65,294	28,021
Pathfinder	0	15,000	15,000	0
	£230,192	£257,600	£487,792	£455,282

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

4. Charitable Activities by Analysis of Expenditure

	Unrestricted	Restricted	Total	2009 Total
Day Programme East and West	51,194	168,929	220,123	140,775
Cornwall User Forum/Hosted Projects	0	16,165	16,165	10,290
Progress 2 Work	177,351	0	177,351	161,991
Work Roots	0	0	0	5,800
Partnership Works	0	48,459	48,459	33,161
IT/Refurbishment Grants	0	966	966	8,298
	£228,545	£234,519	£463,064	£360,315

5. Total Resources Expended by Activity

	Activities Undertaken Directly	Support Costs (Note 6)	Total	2009 Total
Costs of Generating Voluntary Income				
Charitable Activities	71	0	71	129
Day Programme East and West	193,953	26,170	220,123	140,775
Cornwall User Forum/Hosted Projects	16,165	0	16,165	10,290
Progress 2 Work	171,970	5,381	177,351	161,991
Work Roots	0	0	0	5,800
Partnership Works	32,678	15,781	48,459	33,161
IT/Refurbishment Grants	966	0	966	8,298
	415,803	47,332	463,135	360,444
Governance (Note 7)	36,861	1,446	38,307	53,778
Total	£452,664	£48,778	£501,442	£414,222

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

6. Analysis of Support Costs

	Facilities (1)	Office/IT Support (2)	Finance (2)	Total
Costs of Generating Voluntary Income Charitable Activities	0	0	0	0
Day Programme East and West	13,420	9,063	3,687	26,170
Progress 2 Work	0	0	5,381	5,381
Partnership Works	240	15,541	0	15,781
Governance	0	1,446	0	1,446
	£13,660	£26,050	£9,068	£48,778

Method of Apportionment

(1) Management review of estimated space usage

(2) Management review of estimated usage

Support costs do not include costs that could be directly allocated to direct costs

7. Analysis of Governance Costs

	Unrestricted Funds	Restricted Funds	2010	2009
Trustees Expenses	87	0	87	0
Trustee Indemnity Insurance	664	0	664	0
External Audit Fee	3,757	0	3,757	3,190
Other Accountancy Fees	2,879	0	2,879	2,500
Legal Fees	0	0	0	153
Consultancy Fees	0	1,444	1,444	5,929
Salaries	5,137	22,839	27,976	40,496
Bank Charges	54	0	54	20
Apportionment of support costs	1,286	160	1,446	1,490
	£13,864	£24,443	£38,307	£53,778

8. Staff Costs and Pensions

	2010	2009
Gross Wages and Salaries	257,589	204,377
Employer's National Insurance	22,624	18,370
Pension Contributions	9,821	5,613
	£290,034	£228,360

Excluding Self Employed Group Workers £30,491 (2009 - £24,840)

No employee received emoluments of more than £60,000. (2009 - None)

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

8. Staff Costs and Pensions - Continued

The average number of full time equivalent employees, analysed by function was:

	2010	2009
Charitable Activities	11	10
Governance	1	1
	<u>12</u>	<u>11</u>

The Charity contributes to an independently administered defined contribution pension scheme (stakeholder) in the name of each individual employee. The pension cost charge shown above represents contributions by the Charity to the Fund.

	2010	2009
The number of employees to whom retirement benefits are accruing under money purchase pension schemes were.	<u>11</u>	<u>6</u>

9. Trustee Remuneration and Related Party Transactions

Two Trustees were paid or reimbursed travel expenses during the year £87 (2009 :0). No Trustee received remuneration or pension benefits during the year. No Trustee or other person related to the Charity had a personal interest in any contract or transaction entered into by the Charity during the year (2009.0).

10. Net Movement in Funds

	2010	2009
Net movement in funds is after charging/(crediting)		
Depreciation on Tangible Fixed Assets	14,032	13,452
Auditors Remuneration - Audit	3,757	3,190
- Other	2,879	2,500
Operating Lease Rentals	2,387	2,357

11. Tangible Fixed Assets

	Freehold Land and Buildings	Furniture and Equipment	Computers	Total
Cost or Donated Valuation				
At 01.04.09	178,595	37,903	37,405	253,903
Additions	0	4,242	1,936	6,178
At 31.03.10	<u>178,595</u>	<u>42,145</u>	<u>39,341</u>	<u>260,081</u>
Depreciation				
At 01.04.09	9,487	24,551	29,812	63,850
Charge for Year	2,372	7,977	3,683	14,032
At 31.03.10	<u>11,859</u>	<u>32,528</u>	<u>33,495</u>	<u>77,882</u>
Net Book Value				
At 31.03.10	£166,736	£9,617	£5,846	£182,199
At 31.03.09	<u>£169,108</u>	<u>£13,352</u>	<u>£7,593</u>	<u>£190,053</u>

The Freehold Land and Buildings are subject to a mortgage of £148,064 with the Charity Bank (89% of the asset). The mortgage advance covered the whole purchase price of the Douglas Hocken Day Centre excluding costs of purchase.

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

12. Taxation

As a Charity Gwellheans Limited is exempt from tax on income and gains falling within s505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied to its charitable objects.

13. Debtors

	2010	2009
Trade Debtors	84,502	19,511
Other Debtors	117	333
	<u>£84,619</u>	<u>£19,844</u>

14. Creditors: Amounts Falling Due Within One Year

	2010	2009
Trade Creditors	24,282	13,695
Accruals	6,098	5,284
Secured Loan	6,000	6,000
Deferred Income (Note 15)	23,400	0
	<u>£59,780</u>	<u>£24,979</u>

15. Movement on Deferred Income

	2010	2009
Deferred Income Brought Forward	0	0
Released in the Year	0	0
Deferred in the Year	23,400	0
	<u>£23,400</u>	<u>£0</u>

Deferred income relates to funds received in advance recognised in accordance with the accounting policy in note 1.

16. Creditors: Amounts Falling Due After More Than One Year

	2010	2009
Secured Loan	<u>£142,064</u>	<u>£147,611</u>
Secured Creditors		
Loan	<u>£148,064</u>	
Payable by Instalments after five years	<u>£114,722</u>	

17. Unrestricted Funds of the Charity

	General Fund	Designated Funds	2010	2009
Balance as at 1 April 2009	109,684	106,000	215,684	142,925
Movement in funds for the year	(7,818)	0	(7,818)	72,759
Transferred between funds	0	0	0	0
Balance as at 31 March 2010	<u>£101,866</u>	<u>£106,000</u>	<u>£207,866</u>	<u>£215,684</u>

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

18. Designated Funds

	Balance at 01.04.09	Transferred in the Year	Balance at 31.03.10
Repairs Reserve	18,000	0	18,000
Redundancy Reserve	63,000	0	63,000
Security Deposit Reserve	25,000	0	25,000
	<u>£106,000</u>	<u>£0</u>	<u>£106,000</u>

The repairs Reserve is to provide for the cost of repairs to the building. The Redundancy Reserve is a contingency fund to pay redundancy costs should the Charity discontinue or reduce its activities. The Security Deposit Reserve is money retained in a separate bank account and assigned as security to the Charity Bank.

19. Movement in Restricted Funds of the Charity

	Balance at 01.04.09	Income	Expenditure	Balance at 31.03.10.
Day Programmes				
Structured Day Programme	0	156,829	156,829	0
Sembal	0	6,891	6,058	833
Mindfulness	7,084	0	7,084	0
Matrix Accreditation	0	9,864	9,864	0
Healthy Living	0	8,333	8,333	0
IT Equipment	0	9,944	966	8,978
Hosted Projects				
Cornwall User Forum	2,579	13,586	16,165	0
Gypsies and Travellers	3,225	0	0	3,225
Partnership Works	0	65,294	48,459	16,835
Pathfinder	0	15,000	0	15,000
Other Funds	721	7,168	5,204	2,685
	<u>13,609</u>	<u>292,909</u>	<u>258,962</u>	<u>47,556</u>

Purposes of Restricted Funds

The Structured Day Programme Fund is provided by the Drug and Alcohol Action Team (DAAT) and covers both the East and West of the county.

Sembal is a further project to run the Structured Day Programme in St Austell and is funded by the Drug and Alcohol Action Team (DAAT).

Mindfulness based relapse prevention is provided by the DAAT.

Matrix Accreditation was funded by Cornwall County Council to obtain the Matrix standard of Case Management.

A Healthy Living co-ordinator was funded by the Duchy Health Charity.

IT Equipment was funded by Addaction.

Gwellheans Limited
(Limited by Guarantee)
Notes Forming Part of the Financial Statements
For The Year Ended 31 March 2010
Company Number 04888918

19. Movement in Restricted Funds of the Charity (Continued)

Cornwall User Forum and Gypsies and Travellers are hosted projects.

Partnership Works is a project funded by The Learning Partnership focusing on skills for life and employability skills.

Pathfinder is a new project for young carers whereby people are referred for Structured Day Programme placements.

All other grants were given for specific activities and projects.

Balances are sufficient to enable each fund to be applied in accordance with any restrictions.

20. Analysis of Net Assets Between Total Funds

	Long Term Liabilities	Net Current Assets	Fixed Assets	2010 Total	2009 Total
Designated Funds	0	106,000	0	106,000	106,000
General Funds	(142,064)	62,585	181,345	101,866	109,684
	(142,064)	168,585	181,345	207,866	215,684
Restricted Funds	0	46,702	854	47,556	13,609
	<u>£(142,064)</u>	<u>£215,287</u>	<u>£182,199</u>	<u>£255,422</u>	<u>£229,293</u>

21. Lease Commitments

At 31 March 2010 the charitable company had annual commitments under operating leases falling due in the year ended 31 March 2010 as follows: -

	Other
On leases expiring within two to five years	£2,424