



FAMILY FRIENDS IN WINDSOR AND MAIDENHEAD

Company registration Number: 7462339 (England and Wales)

Unaudited Financial Statements

Period of Accounts

Start date : 1 April 2014

End date : 31 March 2015

Family Friends in Windsor and Maidenhead

Accounts for year-ended 31st March 2015



I have examined the attached statement of income and expenditure, together with the supporting balance sheet, bank statements and other records.

My examination was carried out in accordance with the General Directions given by the Charity Commission.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts with these records.

In connection with my examination (which did not include a complete audit), no matter has come to my attention to doubt the accuracy of the records or that they have not been kept in accordance with the relevant legislation.

Trevor Bartlett FCMA CGMA

17th June 2015

Family Friends in Windsor and Maidenhead

Income and Expenditure Account

1 April 2014 to 31 March 2015

<u>2013-14</u>		<u>2014-15</u>
£		£
	Income	
	<u>Grants</u>	
108,753	Grants – RBWM / CCG	113,753
41,250	Grants – Army Families Project	63,207
14,442	Grants – Other	18,567
<u>164,445</u>		<u>195,527</u>
45,467	Donations and Fundraising	60,403
678	Interest	358
300	Other Income	617
<u>£210,890</u>	Total Income	<u>£256,904</u>
	Expenditure	
	<u>Staff Costs</u>	
177,113	Salaries	194,248
3,778	T&S – Coordinators	4,840
85	T&S – Volunteers	15
421	DBS Costs	612
<u>181,395</u>		<u>199,716</u>
	<u>Administrative Costs</u>	
2,868	Insurance	1,572
722	Payroll	1,003
0	Audit	0
5,400	Rent	4,150
310	Postage	402
2,019	IT Costs	5,760
2,197	Telephone & Communications	2,302
1,386	Stationery	2,756
261	Cleaning	29
392	Miscellaneous	1,469
<u>15,555</u>		<u>19,443</u>
	<u>Specific Fund Related Costs</u>	
1,346	Expenses - Meetings & Courses	2,283
50	Family Enrichment Payments	288
59	Activity Resources	2,901
1,172	Costs of Fundraising	164
<u>2,626</u>		<u>5,636</u>
	<u>Development Costs</u>	
3,320	Promotion & Printing	2,381
1,344	Training	3,650
440	Recruitment	2,163
<u>5,104</u>		<u>8,195</u>
<u>£204,681</u>	Total Expenditure	<u>£232,989</u>
3,059	Depreciation	4,273
<u>£ 3,150</u>	Surplus/(Deficit) for the Year	<u>£ 19,642</u>

The notes form part of these financial statements

Family Friends in Windsor and Maidenhead

Statement of Total Recognised Gains and Losses

1 April 2014 to 31 March 2015

The company does not have any gains and losses to report other than that disclosed in the Income and Expenditure Account for the period

The notes form part of these financial statements

Family Friends in Windsor and Maidenhead

Balance Sheet as at 31 March 2015

2014				2015
£		£	£	£
	Fixed Assets	<u>Cost</u>	<u>Acc.Depr</u>	<u>NBV</u>
7,394	Computers	40,096	32,900	7,196
0	Equipment	6,650	6,450	200
0	Furniture	1,558	923	635
7,394		48,304	40,273	8,031
	Current Assets			
85,104	Cash Held on Deposit		125,429	
45,505	Cash at Bank		27,154	
			152,583	
138,003			160,614	
	Less: Current Liabilities			
(25,000)	Funding Received for Future Periods			(0)
(8,056)	Funds held for Restricted Projects			(41,207)
(5,181)	Creditors and Accrued Expenditure			(0)
£99,766				£119,407
	Represented by:			
16,616	Accumulated Fund b/f		14,766	
3,150	Surplus/Deficit for the Year		19,642	
(5,000)	Transfer to Provision for Ongoing Activities		(5,000)	
14,766			29,407	
85,000	Provision for Ongoing Activities		90,000	
£99,766			£119,407	

For the year ending 31st March 2015, the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective 2008).

The financial statements were approved by the Board of Directors on 8 June 2015.

Signed on Behalf of the Board by:



Pat Laković

Director

8 June 2015

Bankers

Lloyds TSB
Windsor and Eton (309972) Branch
Lloyds TSB Bank plc
PO Box 1000
BX1 1LT

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Shawbrook Bank
100 day notice Charity & Trust Account
Lutea House
Warley Hill Business Park
The Drive
Great Warley
Brentwood
Essex CM13 3BE

VirginMoney
Charity Deposit Account
Jubilee House
Gosforth
Newcastle upon Tyne
NE3 4PL

Independent Examiner

Mr Trevor Bartlett FCMA CGMA
30 Baring Road
Beaconsfield
Bucks HP9 2NE

The notes form part of these financial statements

Family Friends in Windsor and Maidenhead

Notes to the Financial Statements

For the year ended 31 March 2015

1. Accounting Policies

Basis of Measurement and Preparation of Accounts

The financial statements have been prepared under the historical cost convention in accordance with the Financial Reporting Standard for Smaller Entities.

Tangible Fixed Assets Depreciation Policy

Depreciation is provided, after taking account of any grants receivable, at the following annual rates, in order to write off each asset over its estimated useful life.

Computers	25% on cost
Equipment	33% on cost
Furniture	20% on cost

2. Tangible Assets

	Computers	Equipment	Furniture	Total
	£	£	£	£
Cost				
At 1 st April 2014	36,280	6,350	764	43,394
Acquisitions	3,816	300	794	4,910
At 31 st March 2015	40,096	6,650	1,558	48,304
Depreciation				
At 1 st April 2014	28,886	6,350	764	36,000
Charge for year	4,014	100	159	4,273
At 31 st March 2015	32,900	6,450	923	40,273
Net Book Value				
At 31 st March 2015	£7,196	£200	£635	£8,031

3. Income and Expenditure Account

	2015	2014
	£	£
Opening Balance	14,766	16,616
Surplus/(Deficit) for the period	19,642	3,150
Transfer to Ongoing Activities Provision	(5,000)	(5,000)
Retained Surplus	£29,407	£14,766

Family Friends in Windsor and Maidenhead

Notes to the Financial Statements (continued)

For the year ended 31 March 2015

4. Provision for Ongoing Activities

The Provision for Ongoing Activities is an amount held to ensure that the activities of Family Friends can continue should there be any reduction in our main sources of funding. The amount would allow time to find other sources of funding while continuing our work. The provision has been increased by £5,000 to £90,000 this year – a level considered to be sufficient to fund six months of the charity's work.

5. Restricted Funds

Family Friends has utilised the following funds for restricted activities during the year ended 31st March 2015:

	Funds Held 1 April 2014	Funds Received	Expenditure	Funds Retained 31 March 2015
	£	£	£	£
Enrichment Activities	653	0	(653)	0
Safeguarding Training Fund	1,684	0	(245)	1,439
Army Families Project (formerly Schools Service Partnership)	0	63,207	(26,947)	36,260
Children in Need Grant	0	10,061	(6,553)	3,508
Awards for All	5,719	0	(5,719)	0
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	£ 8,056	£ 73,268	£ (40,117)	£ 41,207

Family Friends in Windsor and Maidenhead

Notes to the Financial Statements (continued)

For the year ended 31 March 2015

6. Statement of Trustees' Responsibilities

The Trustees, who are also directors of Family Friends for the purpose of company law, are responsible for preparing the Trustees' report and the accounts in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year which give a true and fair view of the charity's financial activities during the year - of incoming resources and application of resources, including the income and expenditure - and of its financial position at the end of the year. In preparing these accounts, the Trustees are required to:

- select suitable accounting practices and apply them consistently;
- observe the methods and principles in the Family Friends SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the accounts comply with the regulations under S42 (1) of the Charities Act 1993, the Charities (Accounts and Reports) Regulations 1995, the Charities (Accounts and Reports) Regulations 2005 (both made under part VI) and with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.