

CONTACT A FAMILY

ACCOUNTS

For the year ended

31 MARCH 2004

CONTACT A FAMILY

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CONTACT A FAMILY

CONTACT A FAMILY IS A COMPANY LIMITED BY GUARANTEE (NO 1633333)
AND ALSO A CHARITY REGISTERED WITH THE CHARITY COMMISSIONERS
(NO. 284912)

TRUSTEES

Michael Lancaster (Chair)
Andrew Crossley (Joint Vice-Chair)
Imelda Redmond (Joint Vice-Chair)
Dea Birkett
Sue Burr
Paul Cann
Philip Conway
Nick Crean
Dr Ian Lister-Cheese
Elizabeth Fradd (from 17 May 2004)
Dr Zarrina Kurtz (to 24 November 2003)
Pat McCarthy (to 9 February 2004)
Nigel Nicholls
Reuben Parkinson
Peter Phillips (from 19 May 2003)
Alison Richardson
Hugh Speed OBE
Catherine Wright

REGISTERED OFFICE

209-211 City Road
London EC1V 1JN

AUDITORS

Nexia Audit Limited
Chartered Accountants
No 1 Riding House Street
London W1A 3AS

BANKERS

Unity Trust Bank plc
Nine Brindleyplace
4 Oozells Square
Birmingham B1 2HB

PRINCIPAL EXECUTIVE OFFICERS

Francine Bates – Chief Executive and Company Secretary
Dean Casswell – Director of Finance and Fundraising
Paul Soames – Director of UK Operations
Jill Harrison – Director of External Affairs

CONTACT A FAMILY

TRUSTEES' REPORT for the year ended 31 MARCH 2004

Trustees

1. The current Trustees, who are Directors for the purpose of the Companies Act 1985, are listed on the previous page. During the year, Dea Birkett, Nick Crean, Ian Lister-Cheese and Nigel Nicholls retired by rotation but were re-elected by the AGM. Peter Phillips, who had been appointed during the year, was also elected at the AGM. Since the year end, Elizabeth Fradd has been appointed.
2. Zarrina Kurtz retired by rotation at the AGM and did not seek re-election: she was warmly thanked for her contribution and commitment to Contact a Family. Pat McCarthy resigned during the year and was thanked for her services to Contact a Family.

Charitable Activities

3. The main aims of the charity are to provide advice, information and support to parents of disabled children and to be the voice of parents to policy makers.
4. The Trustees of the charity agreed a five year corporate strategy in 2001 and 2003/4 was the third full year of implementation of the strategy. The strategy is due for review during the next financial year. It is a public document and is available on the charity's website <http://www.cafamily.org.uk/strategy.html>
5. During 2003/4 the charity dealt with a record number of enquiries from parents and professionals across the UK: a 3% increase to 18,744 by the end of March 2004.
6. The majority of these enquiries were handled by our freephone helpline service. This service was originally funded by the Department of Health from April 2001, which has now been transferred to the Department for Education and Skills, and we have been notified of continued funding until the end of March 2006.
7. An independent evaluation of the helpline by the Charities Evaluation Service found that 97% of respondents felt their call had had positive results (saying that they were better informed, knew more about their rights, less isolated or their family situation had improved). 80% of respondents had taken further action as a result of their call – with a third pursuing entitlement to statutory support (e.g. claim benefits, getting direct payments, appealing an education statement) and a further third getting in touch with a local or national support group/organisation.
8. We continue to publish *The Contact a Family Directory: Specific Conditions, Rare Disorders and UK Family Support Groups* in hard copy, on our website and in CD-ROM format. This is a unique resource containing information on hundreds of rare disorders and giving details of associated support groups.
9. The website <http://www.cafamily.org.uk> continues to grow and attracted over 1.2m visitors during the year, a 14% increase on the previous year. It is now the most visited rare disorders website in the world.
10. Contact a Family also provides advice, information and support to parents by employing staff in our national, regional, and local project offices.
11. We have three nation offices in Wales, Scotland and Northern Ireland, and three English regional offices based in the North East, North West and the West Midlands.

CONTACT A FAMILY

TRUSTEES' REPORT for the year ended 31 MARCH 2004 (continued)

12. During the year, Local Authority funding for our South West London regional office ran out and the office was closed. However, one of the Local Authorities, The London Borough of Sutton, has provided funding for a paid worker to continue to work with parents in the borough.
13. There are also six long-established local community projects in London. These are based in Southwark, Lewisham, Ealing, Lambeth, Southall and Wandsworth.
14. Contact a Family also runs a UK-wide scheme for parent volunteers who act as a contact point for local parents. We now have approximately 35 volunteer Local Area Representatives located throughout the country.
15. During the year, we were awarded a grant of £819,220 over three years from the Community Fund's Strategic Grants Programme. Our proposal, developed in partnership with the Royal College of Paediatrics and Child Health, had two themes: improving the skills of paediatricians in providing information at time of diagnosis; and involving parents in the development of child health services. The Parents and Paediatricians Together Project was launched in March 2004.
16. Contact a Family continues to play a very influential role in developing policy for disabled children throughout the UK.
17. During 2003/4 Francine Bates, our Chief Executive, continued to chair the External Working Group on Disabled Children as part of the development of the Children's National Service Framework (NSF) for England. Contact a Family's involvement in the NSF is extremely important and has enabled the organisation to directly involve parents in national policy development. The NSF is scheduled for publication in Autumn 2004.
18. Contact a Family Wales is also very involved in helping to develop the Children's NSF for Wales. Contact a Family Scotland and Contact a Family Northern Ireland also have a significant input into their respective governments.
19. Francine Bates has also been appointed by the Secretary of State for Health to join the NHS Modernisation Board for the next two years as an individual member. She is the only voluntary sector member with a brief for children and families and this will give Contact a Family an ideal opportunity to monitor the implementation of the NSF and to ensure that children with disabilities and specific health conditions are central to the NHS agenda.
20. This report only provides a snapshot of the main activities undertaken by the charity in 2003/4. Our Annual Review for 2003/4 provides a more detailed account of our work across the UK over the last year. It will be available at our AGM in November 2004 and is also on our website <http://www.cafamily.org.uk/review.html>

The Lady Hoare Trust

21. During the year, we were approached by the Lady Hoare Trust who proposed a merger between the two charities.
22. The Lady Hoare Trust was set up in 1962 by the late Mary Hoare to support families and children affected by the drug, Thalidomide. During the past 40 years, the Lady Hoare Trust has worked with children and their families with a range of disabilities including juvenile arthritis and other rheumatic conditions.
23. The Trustees of both organisations have set up a Joint Merger Group to consider the possibility of a formal merger. The Joint Merger Group is being chaired by Tim Cook, former Clerk to the City Parochial Foundation.

CONTACT A FAMILY

TRUSTEES' REPORT for the year ended 31 MARCH 2004 (continued)

24. Merging two organisations is never easy; however, we hope that by combining the resources and expertise of both organisations, we will offer a far better service to disabled children and their families across the UK.
25. It is currently envisaged that the Lady Hoare Trust services will be integrated into existing Contact a Family structures. All staff and Trustees of Lady Hoare Trust will be invited to join Contact a Family from the point of the merger. Over the next 12 months, the enlarged Board of Trustees will be reviewing governance and agreeing a new five year strategic plan for the organisation.
26. Contact a Family will retain its key focus on parental and family support, information and empowerment. We will continue to work for change and an inclusive society for all disabled children and their families. Joining forces with Lady Hoare Trust will hopefully help us to achieve this sooner rather than later.

Financial Report

27. The detailed Accounts for the Charity together with the Auditors' Report are set out in the following pages. The Accounts have been prepared under the Statement of Recommended Practice published by the Charity Commission in October 2000. The principal features of the accounts are as follows.
28. Total incoming resources increased from £2,508,482 in 2002/3 to £3,084,435, an increase of 23.0%. The increase in income is due to more projects being taken on in partnership with Government agencies, and the receipt of a £110,000 legacy.
29. Total resources expended increased in line with income to £2,943,366 compared with £2,507,312 in 2002/3, an increase of 17.4%. The resultant surplus of £141,069 is a substantial increase from last year's surplus of £1,170, and chiefly reflects the legacy receipt. The unrestricted funds surplus was £94,148.
30. Costs of generating funds of £187,288 (2002/3: £132,716) represents an increase from 5.3% to 6.4% of total expenditure over the year. The increase was mainly due to the recruitment of donors through face to face fundraising, but the proportion is still much lower than that of many other national charities. The face to face fundraising was undertaken following a recognition by the Trustees that the Charity needs to diversify its funding base and they have thus invested in an expanded fundraising function. The Trustees regularly monitor the fundraising results to ensure the best return for the Charity.
31. Expenditure on the management and administration of the charity of £40,029 (2002/3: £58,458) represents 1.4% of expenditure as a whole, a decrease from 2.3% in 2002/3 due particularly to central cost savings.

Reserves

32. During 2002/3 the Trustees reviewed the reserves policy. It was agreed to use two measures, General Reserves (all unrestricted funds) and Liquid Reserves (General Reserves excluding amounts used to fund fixed assets). To make liquid reserves easier to identify in these accounts a fixed asset reserve has been set up as a designated fund by the Trustees. This represents fixed assets not funded by either restricted funds or the mortgage on our principal office.

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TRUSTEES' REPORT for the year ended 31 MARCH 2004 (continued)

33. The General Reserves figure is therefore equivalent to the unrestricted funds figure of £663,932, which represents 11.7 weeks of expenditure (2002/3: 11.8 weeks). The Liquid Reserves figure is the Other Funds figure of £213,512, which represents 3.8 weeks of expenditure (2002/3: 3.1 weeks).
34. The Trustees are aiming for a desired Liquid Reserves level of between 8 and 12 weeks of total expenditure. The charity is currently implementing a fundraising strategy which will increase unrestricted funds with this aim in mind.
35. During the year both the designated funds relating to October Club income and the West Midlands office have been released, as these are now fully expended.

Risk Management

36. The Trustees continue to review the risks faced by the Charity and have maintained a regularly updated Risk Register analysing specific risks and ways of avoiding them or mitigating their effects.

Thanks

37. The Trustees warmly thank all of our donors, volunteers and advisers for their valuable help during the year. We also thank our staff for the commitment and skills that they bring to all the varied tasks inherent in running Contact a Family on a day to day basis.

BY ORDER OF THE BOARD

Francine Bates
Secretary

Registered Office:
209-211 City Road
London EC1V 1JN

13th September 2004

CONTACT A FAMILY

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

CONTACT A FAMILY

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CONTACT A FAMILY

We have audited the accounts of Contact a Family for the year ended 31 March 2004 on pages 10 to 26. These accounts have been prepared under the historical cost convention and on the basis of the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit report has been undertaken so that we might state to the 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 company and the company'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

As described in the Statement of Directors' Responsibilities the directors are responsible for the preparation of the accounts in accordance with applicable law, United Kingdom Accounting Standards and the Statement of Recommended Practice for charities.

Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the accounts, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if the information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' report and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

CONTACT A FAMILY

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CONTACT A FAMILY (continued)

Basis of Audit Opinion (continued)

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 accounts 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 accounts.

Opinion

In our opinion the accounts give a true and fair view of the state of the company's affairs at 31 March 2004 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

NEXIA AUDIT LIMITED
Chartered Accountants
Registered Auditors

No 1 Riding House Street
London W1A 3AS

CONTACT A FAMILY

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 MARCH 2004 (Incorporating an Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2004 £	Total 2003 £
Incoming resources:	1				
<i>Donations & similar</i>					
Government Grants	2	-	1,924,290	1,924,290	1,623,441
Community Fund		-	186,960	186,960	151,276
Charitable Trusts		66,440	479,482	545,922	412,788
Companies		8,916	3,272	12,188	17,602
Special events		1,500	19,621	21,121	15,180
Legacies		110,000	-	110,000	-
Individuals & other donations		48,952	8,591	57,543	31,069
Total donations		235,808	2,622,216	2,858,024	2,251,356
<i>From charitable operating activities</i>					
Directory sales		81,692	-	81,692	77,846
Contracts and fees		8,260	38,018	46,278	78,800
Other activities		4,246	22,172	26,418	31,550
Total from charitable operating activities		94,198	60,190	154,388	188,196
<i>From activities for generating funds:</i>					
Rental income		66,551	-	66,551	63,587
<i>Investment income</i>					
Bank interest receivable		2,919	2,553	5,472	5,343
Total incoming resources		399,476	2,684,959	3,084,435	2,508,482
Resources expended	1				
Cost of generating funds	4	186,530	758	187,288	132,716
<i>Charitable expenditure</i>					
Cost of activities in furtherance of the charity's objectives	5	85,119	2,131,253	2,216,372	1,923,347
Support costs		30,974	468,703	499,677	392,791
Management and Administration of the charity		2,705	37,324	40,029	58,458
Total charitable expenditure		118,798	2,637,280	2,756,078	2,374,596
Total resources expended		305,328	2,638,038	2,943,366	2,507,312
Net incoming resources for the year – surplus	6	94,148	46,921	141,069	1,170
Balances brought forward		569,784	1,117,671	1,687,455	1,686,285
Balances carried forward		£663,932	£1,164,592	£1,828,524	£1,687,455

All the Charity's operations are classed as continuing and there are no recognised gains and losses other than the surplus for the year.

CONTACT A FAMILY

BALANCE SHEET as at 31 MARCH 2004

	Notes	2004 £	2003 £
Tangible fixed assets	7	1,720,354	1,757,368
<hr/>			
Current assets			
Stock of publications		3,634	4,435
Debtors	8	244,310	98,822
Cash at bank and in hand		640,385	587,511
<hr/>			
		888,329	690,768
Creditors: amounts falling due within one year	9	(508,896)	(448,007)
<hr/>			
Net current assets		379,433	242,761
<hr/>			
Total assets less current liabilities		2,099,787	2,000,129
Creditors: amounts falling due after more than one year	10	(271,263)	(312,674)
<hr/>			
Net assets		1,828,524	1,687,455
<hr/> <hr/>			
Financed by:			
Restricted funds	14	1,164,592	1,117,671
Unrestricted funds			
Designated funds	13	450,420	101,399
Other funds	13	213,512	468,385
<hr/>			
		£1,828,524	£1,687,455
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The accounts on pages 10 to 26 were approved by the Board of Directors on 13 September 2004 and were signed on its behalf by

)
)
Michael Lancaster)
) Directors
)
)
Andrew Crossley)

CONTACT A FAMILY

CASH FLOW STATEMENT for the year ended 31 MARCH 2004

	Notes	2004 £	2003 £
Net cash inflow from operating activities	16(a)	118,256	239,676
Capital expenditure	16(b)	(26,570)	(13,587)
		<hr/>	<hr/>
		91,686	226,089
Financing	16(b)	(38,812)	(47,706)
		<hr/>	<hr/>
Increase in cash		£52,874	£178,383
		<hr/> <hr/>	<hr/> <hr/>

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004

1. ACCOUNTING POLICIES

The accounts have been prepared in accordance with applicable accounting standards. The accounts comply with the provisions of the Statement of Recommended Practice, Accounting and Reporting by Charities (October 2000) and the Charity Accounts and Reports Regulations 2000.

The particular accounting policies are described below.

ACCOUNTING CONVENTION

The accounts have been prepared under the historical cost convention and on the going concern basis.

INCOMING RESOURCES

Income received specifically for a particular period is recognised in the period to which it relates.

EXPENDITURE

Costs of generating funds comprise those incurred seeking voluntary contributions, and costs of any activities undertaken purely to raise funds.

Cost of activities in furtherance of the charity's objectives comprises costs directly attributable to the charitable activities of the Charity.

Support costs comprise costs of managing and supporting the activities carried out in furtherance of the charitable objectives of the Charity.

Management and administration expenses are those incurred in the management of the Charity's assets, organisational administration and compliance with statutory requirements.

FUNDS

Designated funds are funds originally received without restriction which the Trustees have designated for use on specific projects or to meet specific expenditure.

Restricted funds are funds which have been received for distribution within certain criteria by the donors. Donations and grants received for specific purposes are treated as restricted income in the year of receipt, except for income received in advance which is treated as deferred income and included in creditors.

Where restricted income is overspent, the deficit is funded by unrestricted funds. Deficits on restricted fund balances are only carried forward where future income to meet these deficits has been specifically identified.

Grants received for the purchase of fixed assets are treated as restricted income in the year of receipt. Depreciation is charged against this income over the useful life of the asset.

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

1. ACCOUNTING POLICIES (continued)

FIXED ASSETS & DEPRECIATION

Tangible fixed assets are stated at cost. Depreciation is provided on all tangible assets at rates calculated to write off the cost of each asset evenly over its expected useful life, as follows:-

Freehold buildings	over 80 years
Fixtures, fittings and equipment	over 4 to 12 years
Computer equipment	over 3 years

Freehold land is not depreciated.

STOCKS

Stocks are stated at the lower of cost and net realisable value.

LEASES

Rentals are charged to the income and expenditure account in equal annual amounts over the lease term.

PENSIONS

The Charity matches employees' pension contributions into a personal pension plan of their choice up to a maximum of 5% of their salaries. There is also a stakeholder scheme whereby the charity provides access for employees to a stakeholder pension plan, with the same arrangement. The costs to the charity are recognised as they are incurred.

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

2	Central and Local Government Grants	Unrestricted Funds	Restricted Funds	Total 2004	Total 2003
		£	£	£	£
	<i>Central Government Grants</i>				
	Department of Health:	-			
	- AD(H)D National Alliance (S64)	-	-	-	35,000
	- Opportunities for Volunteering Scheme	-	-	-	6,108
	- Strengthening Families	-	40,000	40,000	-
	- Health Professionals Pack	-	25,000	25,000	-
	- Workshops (North East)	-	2,000	2,000	
	Department for Education & Skills				
	- UK Information Centre Grant ^①	-	500,000	500,000	500,000
	- Volunteer Representatives grant ^②	-	37,000	37,000	42,000
	- MARS programme ^③	-	16,000	16,000	-
	- Other DFES grants	-	13,008	13,008	25,750
	DTI Flexible Employment survey	-	3,250	3,250	-
	Inland Revenue	-	14,545	14,545	-
	<i>National Government Grants</i>				
	National Assembly for Wales	-	85,264	85,264	59,805
	Scottish Executive	-	48,431	48,431	58,849
	Northern Ireland Executive Programme	-	55,893	55,893	25,544
	<i>Local Government Grants</i>				
	- Association of London Government	-	36,783	36,783	33,533
	- London Borough of Ealing (Ealing)	-	51,075	51,075	52,023
	- London Borough of Ealing (Southall)	-	51,239	51,239	43,073
	- London Borough of Lambeth	-	273,237	273,237	279,726
	- London Borough of Lewisham	-	87,087	87,087	78,825
	- Wandsworth Corporation	-	82,029	82,029	80,087
	- Southwark Strategic Services	-	42,820	42,820	41,372
	- London Borough of Sutton	-	20,874	20,874	-
	Health Action Zone - Southwark	-	51,500	51,500	50,000
	Sure Start				
	- Hackney (Hoxton)	-	18,977	18,977	13,122
	- Hackney (Haggerston)	-	14,552	14,552	-
	- Ealing (Northolt)	-	12,000	12,000	13,316
	- Ealing (Acton)	-	9,058	9,058	9,567
	- Southwark (Aylesbury +)	-	8,988	8,988	14,289
	- Southwark (East Peckham)	-	14,549	14,549	9,525
	- Southwark (Brunswick)	-	18,150	18,150	13,760
	- Southwark (West Bermondsey)	-	18,760	18,760	4,960
	- Southwark (West Peckham)	-	14,930	14,930	3,720
	- Wandsworth (Battersea)	-	22,073	22,073	21,430
	- Wandsworth (Roehampton)	-	3,500	3,500	
	Birmingham Childrens Fund	-	3,325	3,325	51,303
	Northern Ireland Childrens Fund	-	29,347	29,347	
	Kent Childrens Fund	-	-	-	37,373
	Lewisham Childrens Fund	-	112,068	112,068	435
	Lambeth Childrens Fund	-	25,706	25,706	-
	Birmingham Early Years Childcare and Development Partnership	-	19,665	19,665	-
	European Union	-	26,054	26,054	10,097
	Other Public Bodies	-	15,553	15,553	8,849
		£-	£1,924,290	£1,924,290	£1,623,441

①Formerly Department of Health

③Formerly Lord Chancellor's Department

②Formerly Home Office

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

3 Information Regarding Employees Including Directors

The average number of persons employed by the Charity, excluding directors, during the year was 70, of whom 20 were part-time (2003: 65 of whom 12 were part-time).

Staff costs during the year were as follows:-	Total 2004 £	Total 2003 £
Wages and salaries	1,573,035	1,409,995
Social security costs	159,925	127,974
Pension	40,301	37,304
	£1,773,261	£1,575,273

The directors are not remunerated. £581 of expenses was reimbursed to four directors as a result of their duties as members of the board (2003: £869 reimbursed to four directors).

The number of higher paid employees during the year were as follows:.

Receiving emoluments (excluding pension contributions) of:	2004	2003
£40,000 - £50,000	1	-
£50,000 - £60,000	1	1

4 Costs of generating funds	Unrestricted Funds £	Restricted Funds £	Total 2004 £	Total 2003 £
Fundraising and publicity	176,315	-	176,315	119,677
Costs associated with rental income	10,215	758	10,973	13,039
	186,530	758	187,288	£132,716

5 Costs of Activities in furtherance of the charity's objectives	Unrestricted Funds £	Restricted Funds £	Total 2004 £	Total 2003 £
<i>The amount stated comprises:-</i>				
Community projects for families	41,483	1,104,890	1,146,373	853,788
Regional support services for families and parents' groups	16,059	531,986	548,045	523,438
UK advice and information services and Helpline	27,376	419,618	446,994	431,657
Support for specific disability groups	201	74,759	74,960	114,464
	£85,119	£2,131,253	£2,216,372	£1,923,347

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NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

6	Net incoming resources – surplus/(deficit)	Total	Total
	This amount stated is after charging:-	2004	2003
		£	£
	Lease payments for land and buildings	65,418	58,244
	Lease payments - other	1,867	-
	Depreciation	63,584	63,956
	Interest payable	17,888	20,902
	Auditors' remuneration, including general financial advice	6,526	6,214
		<hr/> <hr/>	<hr/> <hr/>
7	Tangible fixed assets	Land & Buildings	Fixtures, fitting and equipment
		£	£
	Cost		Total
	At 1 April 2003	1,671,591	277,101
	Additions	-	27,494
	Disposals	-	(2,605)
		<hr/>	<hr/>
	At 31 March 2004	1,671,591	301,990
		<hr/> <hr/>	<hr/> <hr/>
	Depreciation		
	At 1 April 2003	18,623	172,701
	Charge for the year	10,620	52,964
	Disposals	-	(1,681)
		<hr/>	<hr/>
	At 31 March 2004	29,243	223,984
		<hr/> <hr/>	<hr/> <hr/>
	Net book value		
	At 31 March 2004	£1,642,348	£78,006
		<hr/> <hr/>	<hr/> <hr/>
	At 31 March 2003	£1,652,968	£104,400
		<hr/> <hr/>	<hr/> <hr/>

On 18 June 2001 the Charity exercised its option to purchase its premises at 209-211 City Road for a price of £1,635,000. This purchase was funded by, amongst others, the Community Fund, and with a bank loan from Unity Trust Bank. Both the Community Fund and Unity Trust Bank hold charges over the property, and the Community Fund reserves the right, at its discretion, to withdraw its grant from the Charity if the building is sold before 18 June 2081.

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

8	Debtors	Total 2004 £	Total 2003 £
	Prepayments and accrued income	71,020	42,982
	Other debtors	173,290	55,840
		<hr/>	<hr/>
		£244,310	£98,822
		<hr/> <hr/>	<hr/> <hr/>
9	Creditors: Amounts falling due within one year	Total 2004 £	Total 2003 £
	Deferred income (note 12)	138,602	178,874
	Accruals	1,183	1,163
	Other taxes and social security	49,015	40,395
	Other creditors	282,370	192,448
	Bank loan (note 11)	37,726	35,127
		<hr/>	<hr/>
		£508,896	£448,007
		<hr/> <hr/>	<hr/> <hr/>
10	Creditors: Amounts falling due after more than one year	Total 2004 £	Total 2003 £
	Bank loan (note 11)	£271,263	£312,674
		<hr/> <hr/>	<hr/> <hr/>
11	Bank Loans	Total 2004 £	Total 2003 £
	Bank loans are repayable in:		
	Less than 1 year	37,726	35,127
	1-2 years	40,253	37,480
	2-5 years	137,669	128,183
	Over 5 years	93,341	147,011
		<hr/>	<hr/>
	Total	308,989	£347,801
		<hr/> <hr/>	<hr/> <hr/>

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

11 Bank Loans (continued)

Bank loans comprise a ten year mortgage from Unity Trust Bank taken out on 18 June 2001 for the purpose of purchasing the Charity's premises at 209-211 City Road. The mortgage is secured by a charge on the property and interest is payable at 1.75% over the bank's base rate. The loan is repayable in monthly instalments and is due to be finally repaid on 18 June 2011.

12 Deferred income	Total 2004 £	Total 2003 £
Balance brought forward, recognised as income in the current year	(178,874)	(57,154)
Incoming Resources received in the current year and deferred to future years	138,602	178,874
	<hr/>	<hr/>
(Decrease)/increase in deferred income	£(40,272)	£121,720
	<hr/>	<hr/>

The deferred income at 31 March 2004 is made up of funding from the following:

	£	£
Department of Health	40,000	-
Rank Foundation	-	25,000
Freemasons' Grand Charity	-	50,000
Esmée Fairbairn Foundation	-	8,774
Lloyds TSB Foundation for England & Wales– North West	4,167	4,167
Northern Rock Foundation	10,000	10,000
Community Foundation North East	7,000	8,750
Community Foundation in Wales	5,000	5,000
Community Fund – Lewisham	-	1,322
Community Fund – North West	7,189	6,881
Community Fund – West Midlands	2,572	2,481
Community Fund – Wales	2,750	
Community Fund – South West	7,383	
Health Action Zone - Southwark	8,333	8,333
Wandsworth Borough Council	20,843	20,480
Wandsworth Health Improvement Programme	-	3,850
Directory advance subscriptions	6,068	6,480
Rental in advance	15,127	15,126
Other	2,170	2,230
	<hr/>	<hr/>
	£138,602	£178,874
	<hr/>	<hr/>

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

13 Unrestricted funds	Designated funds £	Other Funds £	Total £
Balance at 1 April 2003	101,399	468,385	569,784
Surplus in year	-	94,148	94,148
Transfer from designated funds	(101,399)	101,399	-
Transfer to designated funds	450,420	(450,420)	-
	<hr/> £450,420	<hr/> £213,512	<hr/> £663,932
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Designated funds	Balance at 31 March 2003 £	Movement £	Balance at 31 March 2004 £
Fixed asset reserve	-	450,420	450,420
The October Club Fund	95,425	(95,425)	-
West Midlands fund	5,974	(5,974)	-
	<hr/> £101,399	<hr/> £349,021	<hr/> £450,420
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The October Club fund, made up of monies raised by the October Club, had been set aside to pay for costs of the Charity's information service to parents and professionals over 3 years from 1 October 2000.

The West Midlands fund consisted of unrestricted income allocated to the West Midlands in the year. This income has now all been expended.

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

14 Restricted Funds	Brought forward at 1 April 2003 £	Income in year £	Expenditure in year £	Carried forward at 31 March 2004 £
Home Office - equipment grant	6,944	-	3,859	3,085
Department of Health:				
- Strengthening Families	-	40,000	40,000	-
- Health Professionals' Pack	-	25,000	7,500	17,500
- North East workshops	-	2,000	2,000	-
- Health & Social Care (Lewisham)	1,500	-	500	1,000
DTI (Flexible employment survey)	-	3,250	3,250	-
Department for Education and Skills				
- UK Information Centre grant ^①	-	496,647	496,647	-
- UK Information Centre capital ^①	32,874	3,353	21,122	15,105
- Volunteer Representatives ^②	19,666	37,000	39,675	16,991
- SEN Toolkit	-	6,000	6,000	-
- Growing Up pack	-	7,008	7,008	-
- MARS Programme ^③ (Relationships survey)	-	16,000	16,000	-
Inland Revenue (tax credits pack)	-	14,545	14,545	-
National Assembly for Wales				
- Social Care Policy	1,463	30,050	27,492	4,021
- Children & Families	-	32,214	32,214	-
- NSF	-	16,500	16,500	-
- Workshops	-	5,000	4,000	1,000
- Mailing	-	1,500	-	1,500
Scottish Executive – Section 10	6,552	48,431	54,983	-
Scottish Executive – Slippage	6,817	-	4,730	2,087
Northern Ireland Executive:				
- Core funding	-	26,560	23,758	2,802
- Emergency funding	(7,000)	29,333	22,333	-
London Boroughs:				
- Lambeth (Lambeth office)	10,824	273,237	284,061	-
- Lewisham (Lewisham office)	8,509	87,087	95,596	-
- Ealing (Ealing office)	2,462	51,075	53,537	-
- Ealing (Southall office)	5,000	51,239	50,787	5,452
- Wandsworth (Wandsworth office)	-	82,029	82,029	-
- Southwark (Southwark office)	16,322	42,820	37,851	21,291
- Sutton (Sutton)	-	19,414	18,814	600
- Sutton (SW London)	-	1,460	1,460	-
Health Action Zone				
- Southwark (family worker)	1,236	51,500	41,375	11,361
Subtotal carried forward	113,169	1,500,252	1,509,626	103,795

① Grants formerly administered by the Department of Health

② Grant formerly administered by the Home Office

③ Grant formerly administered by the Department for Constitutional Affairs (formerly Lord Chancellors Dept)

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

14 Restricted Funds (continued)	Brought forward at 1 April 2003 £	Income in year £	Expenditure in year £	Carried forward at 31 March 2004 £
Subtotal brought forward	113,169	1,500,252	1,509,626	103,795
European Union Equal Project	445	22,069	22,514	-
Northern Ireland EYPD	-	3,985	3,985	-
Association of London Government (London Manager)	-	36,783	36,783	-
Sure Start				
- Hackney (Haggerston)	1,351	14,552	13,478	2,425
- Hackney (Hoxton)	1,351	13,526	13,478	1,399
- Hackney (Hoxton capital grant)	-	5,451	444	5,007
- Ealing (Northolt)	-	12,000	12,000	-
- Ealing (Acton)	-	9,058	9,058	-
- Southwark (Aylesbury +)	-	8,988	8,988	-
- Southwark (East Peckham)	-	14,549	12,990	1,559
- Southwark (Brunswick)	-	18,150	16,096	2,054
- Southwark (West Bermondsey)	-	18,760	16,179	2,581
- Southwark (West Peckham)	-	14,930	14,656	274
- Wandsworth (Battersea)	-	22,073	22,073	-
- Wandsworth (Roehampton)	-	3,500	3,500	-
Lewisham Childrens Fund				
- Play Inclusion Project	(9,114)	112,068	102,954	-
Lambeth Childrens Fund				
- Play Inclusion Project	-	25,706	25,706	-
Northern Ireland Childrens Fund	-	29,347	29,347	-
Birmingham Childrens Fund:				
- Triangle of Empowerment	1,629		431	1,198
- Cinema Trip	-	3,325	3,325	-
Birmingham Early Years Development & Childcare Partnership	-	19,665	18,642	1,023
Other Government Funding	1,105	15,553	9,781	6,877
Community Fund:				
- Capital grant (Building purchase)	600,000	-	-	600,000
- Lewisham events post	-	9,488	9,488	-
- Parents & Paediatricians capital	-	5,000	171	4,829
- Parents & Paediatricians revenue	-	5,000	17,625	(12,625)
- Wales (development officer)	-	5,495	2,892	2,603
- Wales (volunteer representatives)	4,185	12,360	12,456	4,089
- North West England office	-	42,358	41,459	899
- North East England office	(7,250)	40,618	33,368	-
- South West England volunteer representatives	5,872	17,664	18,708	4,828
- West Midlands office	-	30,226	30,226	-
- South West London office	(12,500)	18,750	6,250	-
Subtotal carried forward	700,243	2,111,249	2,078,677	732,815

*

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

14 Restricted Funds (continued)	Brought forward at 1 April 2003 £	Income in year £	Expenditure in year £	Carried forward at 31 March 2004 £
Subtotal brought forward	700,243	2,111,249	2,078,677	732,815
Lloyds TSB Foundation for England and Wales:				
- UK (Chief Executive costs)	-	30,000	30,000	-
- West Midlands (office costs)	-	10,000	10,000	-
- North West (office costs)	-	10,000	10,000	-
- South West London (events)	5,500	-	5,500	-
- Wales (newsletter)	-	6,564	1,650	4,914
- Southall (transition work)	-	7,500	-	7,500
Lloyds TSB Foundation for Scotland (volunteer representatives)	3,269	12,000	4,670	10,599
BBC Children in Need				
- Local Area Reps Manager	-	29,705	29,705	-
- Northern Ireland (Activities)	-	2,950	-	2,950
- London (holiday activities)	-	31,126	31,126	-
Help a London Child (London projects & regions holiday events)	2,291	3,500	4,291	1,500
Voluntary Action Fund (Scotland volunteer representatives)	3,550	-	3,550	-
Scotland Office				
- Robertson Trust	-	8,000	8,000	-
- Robert Barr's Charitable Trust	-	10,000	10,000	-
Baily Thomas Charitable Fund (Learning disabilities)	-	50,000	50,000	-
Rank Foundation (Chief Executive costs)	-	25,000	25,000	-
National Development:				
- Freemasons Grand Charity	-	50,000	50,000	-
- Esmée Fairbairn Foundation	-	8,774	8,774	-
North East office:				
- Community Foundation	-	33,250	25,882	7,368
- Northern Rock Foundation	-	20,000	20,000	-
The Percy Bilton Charity (furniture)	-	3,000	375	2,625
North West office:				
- Sobell Foundation	-	5,000	5,000	-
The Community Foundation in Wales (Development Officer)	-	20,000	20,000	-
Co-op Foundation (Wales office)	-	5,000	-	5,000
Headley Trust (Rare Disorders)	-	35,000	35,000	-
Thurlow Grange Trust (Lambeth)"	-	27,704	27,704	-
Bombardier Aerospace Shorts Foundation (N Ireland newsletter)	2,200	-	2,200	-
Subtotal carried forward	717,053	2,555,322	2,497,104	775,271

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

14 Restricted Funds (continued)	Brought forward at 1 April 2003 £	Income in year £	Expenditure in year £	Carried forward at 31 March 2004 £
Subtotal brought forward	717,053	2,555,322	2,497,104	775,271
Eveson Charitable Trust (West Midlands office)	-	10,000	9,840	160
WPH Charitable Trust (West Midlands office)	-	5,000	-	5,000
John Lyon's Charity (Southall office)	-	10,000	10,000	-
Bridge House Estates: - Building purchase grant	150,000	-	-	150,000
Other UK Office Funds	-	9,756	9,756	-
Other Lambeth Project Funds	34,188	23,700	57,888	-
Other Lewisham Project Funds	2,780	6,889	9,669	-
Other Ealing Project Funds	1,691	6,043	6,836	898
Other Southall Project Funds	-	7,253	7,253	-
Other Wandsworth Project Funds	14,762	10,960	19,811	5,911
Other Southwark Project Funds	9,826	5,617	1,984	13,459
Other Sutton Project Funds	-	774	468	306
Other Scotland Office Funds	2,461	4,226	911	5,776
Other Wales Office Funds	2,289	605	-	2,894
Other Northern Ireland Funds	-	1,717	-	1,717
Other Regional Office funds	11,812	26,517	6,518	31,811
Other Volunteer Representative Funds	1,020	580	-	1,600
Other Capital Appeal	169,789	-	-	169,789
	£1,117,671	£2,684,959	£2,638,038	£1,164,592

The purpose of each fund is given in brackets

15 Analysis of Net Assets between funds

	Fixed assets £	Current Assets £	Current Liabilities £	Long-term Liabilities £	Net Assets £
Unrestricted Funds	759,409	543,339	(367,553)	(271,263)	663,932
Restricted Funds	960,945	344,990	(141,343)	-	1,164,592
	£1,720,354	£888,329	£(508,896)	£(271,263)	£1,828,524

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

16	Cash flow information	Total 2004	Total 2003
(a)	<i>Reconciliation of changes in resources to net inflow from operating activities</i>	£	£
	Net incoming resources for the year	141,069	1,170
	Depreciation	63,584	63,956
	Decrease/(increase) in stocks	801	(1,378)
	(Increase)/decrease in debtors	(145,488)	21,230
	Increase in creditors	58,290	154,698
		<hr/>	<hr/>
	Net cash flow from operating activities	£118,256	£239,676
		<hr/> <hr/>	<hr/> <hr/>
(b)	<i>Analysis of cash flows</i>		
	Capital expenditure:		
	Payments to acquire tangible fixed assets	(27,494)	(13,587)
	Proceeds from disposal of tangible fixed assets	924	-
		<hr/>	<hr/>
		£(26,570)	£(13,587)
		<hr/> <hr/>	<hr/> <hr/>
	Financing:		
	Bank loan taken out	-	-
	Bank loan repaid	(38,812)	(47,706)
		<hr/>	<hr/>
	(Decrease) in loans	£(38,812)	£(47,706)
		<hr/> <hr/>	<hr/> <hr/>
(c)	<i>Reconciliation of net cash flow to movement in net funds</i>	Total 2004	Total 2003
		£	£
	Increase in cash in the period	52,874	178,383
	Cash paid for loan financing in the year	38,812	47,706
		<hr/>	<hr/>
	Change in net funds	91,686	226,089
	Net funds at 1 April 2003	239,710	13,621
		<hr/>	<hr/>
	Net funds at 31 March 2004	£331,396	£239,710
		<hr/> <hr/>	<hr/> <hr/>

CONTACT A FAMILY

NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2004 (continued)

17	Operating lease commitments	Land & Buildings £	Other £	Total £
	At 31 March 2004 the Charity was committed to making the following payments during the next year in respect of operating leases:			
	Leases which expire:			
	Within one year	37,746	6,302	44,048
	Within 2 to 5 years	27,328	1,605	28,933
		<hr/>	<hr/>	<hr/>
		£65,074	£7,907	£72,981
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

18. **Members' guarantee**

The Charity is a company limited by guarantee so that in the event of the winding up of the company the liability of each member will not exceed £1.

CONTACT A FAMILY

SUMMARY OF INDIVIDUAL PROJECT, REGION AND COUNTRY FUNDS

INCOME AND EXPENDITURE ACCOUNT for the year ended 31 March 2004

	Income	Expenditure	Surplus/ (Deficit)	Funds Brought Forward	Funds Carried Forward
	£	£	£	£	£
UK Office:					
- Unrestricted Funds	399,476	(299,354)	100,122	563,810	663,932
- Restricted Funds	1,074,416	(1,082,252)	(7,836)	989,465	981,629
Lambeth	392,323	(437,335)	(45,012)	45,012	-
Lewisham	239,606	(242,281)	(2,675)	3,675	1,000
Ealing	102,245	(105,944)	(3,699)	4,598	899
Southall	84,553	(75,101)	9,452	5,000	14,452
Wandsworth	125,057	(135,013)	(9,956)	15,867	5,911
Southwark	178,009	(152,815)	25,194	27,384	52,578
North East England	105,372	(81,652)	23,720	(7,248)	16,472
North West England	70,761	(65,876)	4,885	5,739	10,624
West Midlands*	93,231	(80,639)	12,592	13,076	25,668
South West London	39,093	(34,384)	4,709	(4,709)	-
Sutton	20,188	(19,282)	906	-	906
Scotland	82,657	(86,844)	(4,187)	22,649	18,462
Wales	137,538	(117,953)	19,585	7,937	27,522
Northern Ireland	94,892	(81,623)	13,269	(4,800)	8,469
Inter Office Adjustments	(154,982)	154,982	-	-	-
	£3,084,435	£(2,943,366)	£141,069	£1,687,455	£1,828,524

*The West Midlands Funds brought forward figure and expenditure figure contain £5,974 relating to unrestricted funds.

This page does not form part of the audited accounts

CONTACT A FAMILY

SUMMARY OF INDIVIDUAL PROJECT, REGION AND COUNTRY FUNDS (continued)

BALANCE SHEET as at 31 March 2004

	Fixed assets £	Current Assets £	Current Liabilities £	Long-term Liabilities £	Net Assets £
UK Office					
- Unrestricted Funds	759,409	543,339	(367,553)	(271,263)	659,432
- Restricted Funds	948,095	55,284	(28,996)	-	974,383
Lambeth	9,007	124,954	(133,961)	-	-
Lewisham	4,181	61,239	(64,420)	-	1,000
Ealing	1,411	42,529	(43,041)	-	899
Southall	-	57,668	(43,216)	-	14,452
Wandsworth	1,245	29,571	(24,905)	-	5,911
Southwark	3,627	155,745	(106,794)	-	64,475
North East England	-	43,675	(19,955)	-	23,720
North West England	9	24,492	(13,877)	-	10,624
West Midlands*	1,192	28,935	(4,459)	-	25,668
South West London	-	-	-	-	-
Sutton	454	9,470	(9,018)	-	906
Scotland	1,564	54,933	(38,035)	-	18,462
Wales	2,311	37,469	(12,258)	-	27,522
Northern Ireland	1,003	38,121	(30,657)	-	8,467
Inter Office Adjustments*	(13,154)	(419,095)	432,249	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	£1,720,354	£888,329	£(508,896)	£(271,263)	£1,828,524
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

*The West Midlands net assets figure contains £5,974 of assets funded by unrestricted funds.

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CONTACT A FAMILY

DETAILED INCOME AND EXPENDITURE ACCOUNT For the year ended 31 March 2004

Income	2004			2003
	Unrestricted £	Restricted £	Total £	Total £
<i>Central Government Grants</i>				
Home Office	-	-	-	42,000
Department of Health	-	67,000	67,000	541,108
Department for Education & Skills	-	566,008	566,008	25,750
Department for Trade & Industry	-	3,250	3,250	-
Inland Revenue	-	14,545	14,545	-
<i>National Assemblies</i>				
National Assembly for Wales	-	85,264	85,264	59,805
Scottish Executive	-	48,431	48,431	58,849
Northern Ireland Executive Programme	-	55,893	55,893	25,544
<i>Local Government Grants</i>				
- Association of London Government	-	36,783	36,783	33,533
- London Borough of Ealing (Ealing)	-	51,075	51,075	52,023
- London Borough of Ealing (Southall)	-	51,239	51,239	43,073
- London Borough of Lambeth	-	273,237	273,237	279,726
- London Borough of Lewisham	-	87,087	87,087	79,260
- Wandsworth Corporation	-	82,029	82,029	80,087
- Southwark Strategic Services	-	42,820	42,820	41,372
- Sutton	-	20,874	20,874	-
- Health Action Zone	-	51,500	51,500	50,000
- Sure Start	-	155,537	155,537	103,689
Childrens Funds	-	170,446	170,446	88,676
European funding	-	26,054	26,054	10,097
Other Public Bodies	-	35,218	35,218	-
Community Fund	-	186,960	186,960	151,276
Charitable Trusts	66,440	479,482	545,922	412,788
Company donations	8,916	3,272	12,188	17,602
Special events	1,500	19,621	21,121	15,180
Rental & service charge income	66,551	-	66,551	63,587
Income from other activities	4,246	-	4,246	4,763
Affiliation fees	-	413	413	2,743
Directory sales	81,692	-	81,692	77,846
Parent contributions	-	21,759	21,759	24,044
Legacies	110,000	-	110,000	-
Individual donations	48,952	8,591	57,543	31,069
Contracts & fees	8,260	38,018	46,278	78,800
	396,557	2,682,406	3,078,963	2,503,139
Bank interest receivable	2,919	2,553	5,472	5,343
Total income for the year	399,476	£2,684,959	£3,084,435	£2,508,482

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CONTACT A FAMILY

DETAILED INCOME AND EXPENDITURE ACCOUNT (continued) For the year ended 31 March 2004

Expenditure	2004			2003
	Un- Restricted £	Restricted £	Total £	Total £
Salaries, employer's NI and pension contributions	113,639	1,659,622	1,773,261	1,575,273
Staff and volunteer recruitment	-	28,905	28,905	29,873
Consultancy and temporary staff fees	7,278	63,200	70,478	63,466
Rent, rates, insurance and office expenses	16,679	104,959	121,638	97,794
Volunteer expenses	382	16,363	16,745	15,662
Printing, postage, stationery and computer	23,342	92,439	115,781	111,140
Telephone	7,432	53,947	61,379	51,962
Motor and travel expenses	1,519	58,052	59,571	52,149
Audit and accountancy fees	6,526	-	6,526	6,214
Staff training	4,703	27,317	32,020	34,678
Parent workshops	125	35,608	35,733	27,341
Information resources	2,463	9,370	11,833	12,285
Parents' newsletters	1,096	31,003	32,099	29,503
Publicity materials, publications and directory	14,381	58,862	73,243	79,006
Fund raising	66,750	52	66,802	3,571
Sundry expenses	1,150	12,740	13,890	17,268
Office equipment	476	5,287	5,763	7,619
Depreciation	22,730	40,854	63,584	63,956
Bank charges	941	2,671	3,612	1,859
Legal and professional fees	-	15	15	8,344
Holiday activities and playschemes	10,000	278,604	288,604	157,348
Management committee expenses	138	3,895	4,033	4,082
Special events	1,734	26,712	28,446	32,467
Grants for groups and individuals	-	11,517	11,517	3,550
Interest payable	1,844	16,044	17,888	20,902
Total expenditure for the year	305,328	2,638,038	2,943,366	2,507,312
Surplus for the year	94,148	46,921	141,069	£1,170

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