



Community  
Legal Service



# Hull Council Of Disabled People



Charity Commission Registration No. 1082470

35-37 Ferensway, Hull. HU2 8NA

Tel/Fax (01482) 326140      Minicom No 320643

Company Limited by Guarantee. Company Number 4016363

[www.hcdp.karoo.net/](http://www.hcdp.karoo.net/)



**Staff, Volunteers and Placements who have worked within our organisation  
during 2007/2008**

**Reception and Office:**

Pat Stange	Jeanette Cooper	Chris Stark	Brian Cooper
Andy Rowbottom	Paul Harmon	Stuart Dudding	David Fisher
Robert Uscroft	Hazel Golder	Doreen Edwards	John Brocklebank
Sue Durrant	Karen Meadly	Margaret Carnes	Margaret Parker
Neil Harrison	Paul Musgrave	Steve Taylor	Margaret Gascoigne
Judith Weltman			

**Café:**

Julie Hall	Chris Linthwaite	Fiona Stanley	Garry Thomas
Jackie Coates	Leslie Allen	Lynn Muivana	Rosemary Johnson
Lily Elliott			

**Projects:**

Colin cooper	Steve Sorenson	David Bisby	Tim Allen
William Dawson	Sam Cliffe	Michael Douglas	Malcolm Charleswood
Sidney Roche	Richard Eushby	John Shaw	Terrence Wilkinson
Yvonne Klinck			

**Befrienders**

Neil Harrison

**Placements:**

Mark Handley	Mike Combs	Michael Bottomley	Stephanie Blowman
David Lyle	James Spring	Helen Clubley	Harry Farrah
Daniel Griffen	Jack Grimley	Linda Lamb	James Lee
Keith Lyon	Chris McInnes	David Prest	Andy Rowbottom
Philip Strickland	Debbie Storrs	Martin Taylor	Chris Thomas
Leslie Woodhall	Paul Harmon	Dave Wordsworth	David Lyle
Steven Rushby	Dave Millwood	Dave Pollard	Michelle Brown

**Paid Staff:**

Manager:	Pat Stange
Supervisor:	Steve Sorenson
Supervisor:	Steve Taylor
Domestic Technician:	Brenda Sorenson

# HULL COUNCIL OF DISABLED PEOPLE

Year end stats: 2007 - 2008

We gave a welcome to:

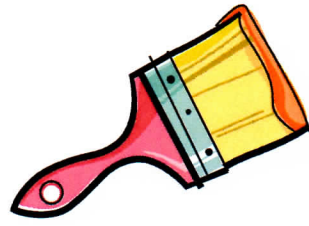
Visitors in the centre	17941
New members	
Café	16856
Enquiries	1085
Existing members	56

It's good to talk

Telephone received	6050
Manager/Admin	1604
Benefits & welfare rights enquires	2358
Transport	6
Gardening and decorating	666
Reception	31
Referrals to specialist organisations	50







## **VOLUNTEER ASSISTANCE !**

Volunteer Attendances 4578

New Deal/College/University Placements Attendances 3296



## **PROJECTS**

### **A SPLASH OF COLOUR !**

**Decorating 30**

### **KEEPING THE WEEDS DOWN !**

**Gardening 199**



### **ON THE MOVE !**

**Removals and Sundry Jobs 0**





# H.C.D.P.

35-37 FERENSWAY  
HULL  
HU2 8NA

TEL: 01482 326140 FAX: 01482 588482  
COMPANY LIMITED BY GUARANTEE, COMPANY NUMBER: 4016363  
CHARITY NO: 1082470

E-MAIL: [hcdp@hcdp.karoo.co.uk](mailto:hcdp@hcdp.karoo.co.uk)

## SERVICES WE PROVIDE

### BENEFITS & ADVICE

We offer A Welfare Rights, Benefits Advice and Information service also help with filling in forms, advocacy.

This service is confidential and FREE. To make an Appointment please contact

01482 326140

### CAFE AND DROP –IN CENTRE



Our cafe is now open Monday – Friday 9 am – 3.30 to all comers, we will be more than happy to serve you with delight's whether it is a snack such as a hot or cold sandwich or a wholesome, nutritious lunch which will be served from 12pm – 1.30pm from a wider improved menu.



### TRAINING

We have been awarded the Open College Network Accreditation, which enables our service to provide training to volunteers and work placements.



## **WHEELCHAIR HIRE**

Wheelchair Hire - £15 deposit and £10 per week  
£3 delivery within a 3 mile area.

Zimmer Frames £3 per week

## **RADAR KEYS**

Radar Keys £3.00

## **GARDENING & DECORATING**



For our gardening & decorating services all you have to do is either pop in or give us a call, a referral form will be filled out and our gardener will get back to you as soon as possible.

Gardening prices range from £18  
depending on the size of the job.

Decorating prices from £40 per day



COMPANY REGISTRATION NUMBER 4016363

**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)  
**UNAUDITED FINANCIAL STATEMENTS**  
**31 MARCH 2008**

Charity Number 1082470

**GRAYS**  
Chartered Accountants  
1 Parliament Street  
Hull  
HU1 2AS



**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

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# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## CHARITY INFORMATION

<b>Registered charity name</b>	Hull Council of Disabled People
<b>Charity number</b>	1082470
<b>Company registration number</b>	4016363
<b>Registered office</b>	35 Ferensway Hull HU2 8NA
<b>Council of management</b>	Councillor J. Korczak Fields (President) Mr. B. Thorp (Chairman) Mr. S. Dudding (Vice Chair) Mrs. J. Cooper (Treasurer) Mrs. S. Meekin Mr. B. Cooper Mr C McInnes (Resigned 12 July 2007) Mr C Stark Ms H Fox (Resigned 12 July 2007) Mr J Coolehan Mr C Cooper Mr S Cooper Mr R Uscroft
<b>Secretary</b>	Mrs P Stange
<b>Manager</b>	Mrs P Stange
<b>Accountants</b>	Grays Chartered Accountants 1 Parliament Street Hull HU1 2AS
<b>Bankers</b>	Lloyds TSB 2 Silver Street Hull HU1 1HX
<b>Solicitors</b>	Andrew M. Jackson Essex House Manor Lane Hull HU1 1XH

# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **CHAIRMAN'S AND OTHER REPORTS**

### **YEAR ENDED 31 MARCH 2008**

#### **CHAIRMAN'S REPORT**

2007 has been a very challenging year within the HCDP but I have found that working with good people and doing the right things you get your true and just rewards. This really sums up the past year. We are a small charity (a lightweight amongst the heavyweights) but we certainly punch above our weight.

As last year there are still many rumours flying around the city saying that we are closing down and once again I would like to try and clear the matter up. We are actively seeking new premises; this is due to the fact that the Hull City Council will be pulling down the buildings at 35-37 Ferensway. The Council has assured us that there are no immediate plans for this but that it will eventually happen and we have to be prepared for the big move.

The past year has seen many charities losing vital funding. We have found it is becoming more and more difficult to secure the monies needed to run our various project, but with the help of our faithful volunteers and placements we carry on regardless doing the best we can for our community.

We continue to train our placements and volunteers in the various projects we run, and we are pleased to say that the University course for the welfare rights service has been a big success with all people who took part passing with flying colours. The projects we are involved in are unique to our organisation, and the position we hold in the community is based solely on the dedication and hard work of the management, staff, volunteers and placements.

In closing I would to say it has taken man approximately two and a half million years to reach his present state of evolution, however it can take Pat less than two and a half minute to completely reverse the process and leave us all as gibbering idiots.

I give my thanks to all that have assisted the HCDP be it with time or with donations of money helping us to make 2007/08 another successful year for the organisation.

**Brian Thorp.**  
**Chairman**

#### **TREASURERS REPORT**

During the financial year 2007/2008 Hull Council of Disabled People has been able to maintain the policy of living within its means, by careful budgeting and accurate forecasting. Vigorous fundraising by the Sub-Committee and Staff has also enabled the Charity to go into 2008-2009 in a healthy financial position.

The financial year covers the period from 1st April 2007 to 31st March 2008.

Kingston upon Hull City Council has continued to support us with an annual revenue grant. In spite of cut backs to the Voluntary Sector a grant of £15,790.00 was awarded from the Finance and General Purposes Sub-Committee towards our running costs. This grant will also continue into the new financial year.

I would like to thank the finance, management and support staff for their invaluable time and efforts throughout the year for all their help and assistance and for enabling me to present these accounts to you. I would also like to thank all those who very kindly gave donations in money and time to make this year profitable.

**Jeannette Cooper.**  
**Treasurer**



# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **CHAIRMAN'S AND OTHER REPORTS *(continued)***

### **YEAR ENDED 31 MARCH 2008**

#### **MANAGERS REPORT**

Well we have survived another year, and celebrate 25 years here on Ferensway in June 2008. We are all still happy in our work and even though there were a few ups and downs we managed to keep smiling.

There have been many rumours regarding the closure of our centre some were even front-page news in the Hull Daily Mail; the truth of the matter is no one knows when we will have to move out of our building. We all know that it will happen eventually and as soon as we know what or when it is going to happen all our members will be informed.

The gardening and decorating service have carried on growing, our thanks go to Steve, Yvonne and Colin they have all worked extremely hard to achieve this. Many thanks go out to all the volunteers and placements that have helped us to carry on throughout the year.

Steve Taylor and Margaret Carnes have kept the Welfare Rights Service going, Steve Taylor in his capacity as supervisor has carried on with his good work and Maggie just gets on with it. We also welcomed a new member of the voluntary staff John Brocklebank to the service. Stuart Dudding who has been a long term volunteer for the HCDP has continued to learn about benefits and is now a well-respected member of the team. We welcomed a student from Social Services Sue Durrant and we all enjoyed meeting and working with her, she fitted into the team really well and we were sad to see her leave after her placement finished. All in all the welfare rights service has had a very successful year.

A special vote of thanks must also be given to our cook in charge, Julie; she has managed to keep the kitchen going under very difficult circumstances and is a great asset to the centre.

I must also offer my thanks to Chris Stark and Andy Rowbottom for the countless hours they have both volunteered in the office.

The second hand shop and weekly raffle continue to bring us a little revenue and I would like to thank all the people who have donated bric-a-brac and clothes to help us raise funds.

This year the Lord Mayors Parade was on the 3rd of May and we were really pleased to be awarded the title of best overall float. We had the theme Myths and Magic and everyone got dressed up as wizards, witches, and fairies, screaming banshees and of course death's bride. My thanks go out to all who gave up their spare time and helped us make it a very special day.

I offer a big vote of thanks to all our staff, volunteers and placements that have assisted me in keeping the centre running, I am positive that we will continue with our good works in the community for many years to come.

**Pat Stange.**  
**Manager**

# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **CHAIRMAN'S AND OTHER REPORTS *(continued)***

### **YEAR ENDED 31 MARCH 2008**

#### **WELFARE RIGHTS REPORT**

Sadly this will be my last welfare rights report as I will be leaving the service in September to start a new job. I have loved my time here and will regret leaving. It's not all bad news though we have gained a new advisor, John Brocklebank, and we had our first social work placement Sue Durrant who was with us for 100 days and was a pleasure to work with.

Due to the limited number of advisors that we have we had to cease the drop in centre although we may re-introduce this service at a later date. Our service continues to be highly sought with appointments 3-4 weeks ahead.

Over the past year we have advised 360 people and this has led to an overall weekly gain from cases closed of £14952. Our advice often leads to people receiving arrears of benefit and some of these amounts can be quite substantial. The total amount of backdated benefit from cases closed last year was £58994.

The Welfare Rights Team is a little different from the other services provided by Hull Council of Disabled People in that we don't generate any income for the charity, other than the donations that are made by grateful clients. Somehow, somewhere, we need to find a way to firstly cover the running costs of the service, but we also need to be able to employ staff to develop the service. All of the present Welfare Rights Team work on a purely voluntary basis. The demand for our services continues to be very high and there exists a need for more volunteers to allow the service to continue to expand.

Studies have shown that for every £1 of funding given to advice services, between £40 and £80 is gained for people using the service, and this in turn benefits the local economy as all that money has to be spent somewhere! Funding applications continue to be made.

Welfare Rights advice brings financial, social and health benefits to the people who receive it. The provision of good advice should never be taken for granted.

The 'benefits system' can be difficult to understand, and that is why this service exists. We enable the people of Hull and the surrounding area to receive the benefits that are rightly theirs.

**Steve Taylor.**

**Welfare Rights Supervisor**

#### **COOKS CAFE REPORT**

I started in the kitchen of the HCDP as a placement from A4E and in April 06 I was offered the post as kitchen supervisor on a voluntary basis pending the outcome of a funding bid it was hoped that I would then be offered a paid position. The funding came through and I started as a paid member of staff on the 8th January 07. The paid work was for 6 months and the contract finished on the 8th July 07, I carried on as a volunteer and we are working towards getting funding that would allow me to be taken on as a fully paid member of staff again.



# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **CHAIRMAN'S AND OTHER REPORTS** *(continued)*

### **YEAR ENDED 31 MARCH 2008**

This year has had many ups and downs but we are a very up-beat and happy bunch so we just get on with it.

We won the Heart Beat Award for our healthy choice menu's and we received a B from the Scores on the Doors awards, we are very proud that we are up there with some of the top hotels and restaurants in Hull and the surrounding area. Even though we got a B and this is excellent we hope to be able to upgrade this and at the next inspection get the much coveted A.

We are currently working hand in hand with Carter & Carter, A4E (Action 4 Employment) and the Strand House College, they provide us with placements and in return we provide the placements with valuable training that could allow them to move into paid employment. Many of our placements stay and volunteer and for this we are very grateful.

The income that is generated by the kitchen is ploughed back into the organisation and this covers costs of repairs and improvements that are needed in the centre.

We have had a very successful year in the kitchen and I would like to take this opportunity to thank all the volunteers and placements that have enabled me to carry on with the good work in our café / drop in centre.

**Julie Hall.**  
**Kitchen Supervisor**

### **DECORATING PROJECT REPORT**

I joined the HCDP as a placement in 2004 and was offered the position of Gardening Supervisor when I became a paid member of staff.

In November 2007 after running the gardening service successfully for a number of years; I changed my roll in the HCDP and now run the project dealing with client's requesting help decorating their homes. The aim of the project is to offer our clients a service that they can afford and where possible make their homes a cleaner friendlier environment.

We are still working towards acquiring another van so that we can run 2 parallel teams on both our gardening and decorating projects

We have asked our clients to fill out feedback questionnaires and the responses have been 100% positive. The income we earn is on average £40.00 per day, but we have done several larger homes, working on average 5-15 working days. The money is ploughed back into the organisation and covers all costs that are generated by the project.

We are currently working hand in hand with Humber Care City Safe and the local Welfare Support Services; they refer clients to us that need our help and assistance. We also work with A4E, (Action 4 Employment) Carter & Carter (ex Fern), Skills Initiative and Hull College Strand House, they provide us with placements & in return we provide the placements with the training they require to help them gain useful employment.

All in all it has been quite a successful year for the decorating project. I would like to thank all the placements and volunteers that helped me make it a success.

**Steve Sorenson.**  
**Decorating Supervisor**



**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)

**CHAIRMAN'S AND OTHER REPORTS** *(continued)*

**YEAR ENDED 31 MARCH 2008**

**GARDENING PROJECT REPORT**

I joined the HCDP as a placement in 2004 and left to start work-driving lorries in the UK, sadly this was only a temporary job so re-joined the organisation in early march and was offered the position of Gardening Supervisor. I run the project dealing with our client's requests for their gardens to be kept in a clean neat state.

The aim of the project is to offer our clients a regular garden service preferably on a 6-week rota. This has sometimes proved difficult due to adverse weather conditions. Even so we managed to keep 250 gardens in good order in the last financial year.

We have bought a new (second hand) van so this makes it easier to keep the project running smoothly.

We are still working towards acquiring another van so that we can run 2 parallel teams both on the gardening and the decorating side of things.

We have asked our clients to fill out feedback questionnaires and the responses have been 100% positive.

The income we earn is on average £18.00 per garden, but we have done several larger garden clearances, the money is ploughed back into the organisation and covers all costs that are generated by the project.

We are currently working hand in hand with Humber Care, City Safe and the local Welfare Support Services; they refer clients to us that need our help and assistance.

We also work with A4E, (Action 4 Employment) Carter & Carter and Strand House College, they provide us with placements & in return we provide the placements with the training they require to help them gain useful employment.

All in all it has been quite a successful year for the gardening project. I would like to thank all the placements and volunteers that helped me make it a success.

**Colin Cooper.**  
**Gardening Supervisor**

# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **TRUSTEES ANNUAL REPORT**

### **YEAR ENDED 31 MARCH 2008**

The council of management, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2008.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

Reference and administrative details are shown in the schedule of charity information on page 1 of the financial statements.

#### **THE COUNCIL OF MANAGEMENT**

The council of management who served the charity during the period were as follows:

Councillor J. Korczak Fields  
(President)

Mr. B. Thorp (Chairman)

Mr. S. Dudding (Vice Chair)

Mrs. J. Cooper (Treasurer)

Mrs. S. Meekin

Mr. B. Cooper

Mr C Stark

Mr J Coolehan

Mr C Cooper

Mr S Cooper

Mr R Uscroft

Mr C McInnes

(Resigned 12 July 2007)

Ms H Fox

(Resigned 12 July 2007)

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Company Status**

The Company is a registered Charity and a Company Limited by Guarantee. In accordance with the constitution of the Company, every member undertakes to contribute such amount as may be required (not exceeding £1) to the Company's assets if it were to be wound up. At 31 March 2008 the members of the Company totalled 83 (2007 - 84).

##### **Organisational Structure**

The Charity is managed and run by the Board of Trustees and paid staff supported on a daily basis by volunteers.

##### **Council of Management, recruitment, appointment and training**

No members of the council will retire and offer themselves for re-election at the Annual General Meeting this year. 5 members will retire and offer themselves for re-election next year.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## TRUSTEES ANNUAL REPORT *(continued)*

### YEAR ENDED 31 MARCH 2008

On appointment as a member of the Council of Management, members are inducted into the charity by being given two folders, which they must read. These are the Practice Guide and the Information of the Board. Members will also be made aware of Companies House regulations, Charity Commission regulations and how they must adhere to them.

#### Organisation

The Charity is a member of the following organisations:-

With voting powers:

Hull and East Riding Motorvation  
Shopmobility

Hull CVS  
North Bank Forum

Have representatives on the following bodies:

Hull City Council Disability Consultation Focus Group  
Hull College Learning Advisory committee  
Hull CVS  
VOLCOM  
Yorkshire Disability Network

The main activities are as follows:

Meeting place for individuals and groups.

Cafe' facilities, hot meals and snacks.

Information on welfare rights and aids to disabled living. Home visit projects, decorating and gardening. Holiday information on suitable accommodation with access. Services available between the hours of 9.00am until 4.00pm

#### Risk statement

The Trustees have considered the major strategic business and operational risks that the charity faces and confirm that systems have been established to lessen those risks insofar as it is possible so to do.

#### Employees

The Company rigorously follows its Equal Opportunities Policy in respect of all recruitment and employment procedures.

### OBJECTIVES AND ACTIVITIES

The charity is established for the purpose of promoting the welfare of disabled people, advancing their education, furthering their health and relieving their poverty, distress and sickness in any which is deemed, by law to be charitable within the City of Hull and the surrounding area.

In order to achieve its objectives, the Charity has a range of activities that include Gardening & decorating, wheelchair hire, charity shop, catering, room hire, radar key sales. These are supported by additional services that include welfare advice centre, training and transport.



# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **TRUSTEES ANNUAL REPORT** *(continued)*

### **YEAR ENDED 31 MARCH 2008**

#### **ACHIEVEMENTS AND PERFORMANCE**

##### Gardening

The gardening project has provided regular garden service to 250 clients on a 6 week rota during the year under review.

The project is currently working hand in hand with Humber Care and the local Welfare Support Services, who refer clients to us that require our help and assistance.

Work is also carried out with A4E (Action 4 Employment), Fern Training and Skills Initiative, they provide placements and in return we provide the placements with the training they require to help them gain useful employment.

##### Welfare Rights Advice

The welfare rights advice project operates out of the Ferensway office. It provides support, advice and advocacy services to a wide range of people, many having multiple and varied needs.

The demand for the advice service has never been higher, so our main priority is to preserve the service we presently offer. Our ultimate aim is to expand the service that we offer whilst maintaining the quality of service that is presently provided.

In the year ending 31 March 2008 there were 360 new cases opened from which a total of £58,994 was received by people with regards backdated benefits.

##### Decorating

The decorating project has provided an affordable service and where possible made their clients homes a cleaner friendlier environment.

The project is currently working hand in hand with Humber Care and the local Welfare Support Services, who refer clients to us that require our help and assistance.

Work is also carried out with A4E (Action 4 Employment), Fern Training and Skills Initiative, they provide placements and in return we provide the placements with the training they require to help them gain useful employment.

#### **FINANCIAL REVIEW**

The results for the year and financial position of the Company are set out in the financial statements. The Company has a net deficit in this operating year of £1,853 (2007 deficit - £1,734).

##### Reserves policy

For the ensuing year the Trustees intend to retain in bank deposits sufficient funds to finance approximately three months' activities of the Charity.

##### Investment policy

There are no restrictions on the Charity's powers to invest.

The investment strategy is set by the Trustees and is reviewed annually. It takes account of income requirement, risk profile and future expenditure.

# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **TRUSTEES ANNUAL REPORT *(continued)***

### **YEAR ENDED 31 MARCH 2008**

#### **PLANS FOR FUTURE PERIODS**

The charity aims to continue to provide the current level of services to its beneficiaries. Currently the charity is seeking new premises for when the lease expires in 2009.

#### **RESPONSIBILITIES OF THE COUNCIL OF MANAGEMENT**

The council of management are responsible for preparing the Trustees Annual Report, the Chairman's and other reports and the financial statements in accordance with applicable law and regulations.

Company law requires the council of management to prepare financial statements for each financial year. Under that law the council of management have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the council of management are required to:

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

The council of management are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. The council of management 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.

#### **REPORTING ACCOUNTANTS**

Messrs Grays will continue in office as reporting accountants for the ensuing year.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## TRUSTEES ANNUAL REPORT *(continued)*

**YEAR ENDED 31 MARCH 2008**

### SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Registered office:  
35 Ferensway  
Hull  
HU2 8NA

Signed on behalf of the  
council of management



Mr B Thorp

Hon. Chairperson

30 June 2008



# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS ON THE UNAUDITED FINANCIAL STATEMENTS OF HULL COUNCIL OF DISABLED PEOPLE**

**YEAR ENDED 31 MARCH 2008**

In accordance with our terms of engagement, and in order to assist you to fulfil your duties under the Companies Act 1985, we have compiled the financial statements of the charity which comprise the Statement of Financial Activities, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us.

This report is made to the charity's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the charity's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England and Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the balance sheet as at 31 March 2008 your duty to ensure that the charity has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 1985. You consider that the charity is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

GRAYS  
Chartered Accountants

1 Parliament Street  
Hull  
HU1 2AS

30 June 2008

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2008

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Voluntary income	3	19,393	6,500	25,893	31,822
Activities for generating funds	4	20,244	—	20,244	15,516
Investment income	5	1,027	—	1,027	751
Incoming resources from charitable activities	6	<u>20,550</u>	<u>—</u>	<u>20,550</u>	<u>18,074</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>61,214</u>	<u>6,500</u>	<u>67,714</u>	<u>66,163</u>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	7	(13,675)	(1,386)	(15,061)	(19,001)
Charitable activities	8/9	(50,112)	(2,419)	(52,531)	(46,960)
Governance costs	10	<u>(1,975)</u>	<u>—</u>	<u>(1,975)</u>	<u>(1,936)</u>
<b>TOTAL RESOURCES EXPENDED</b>		<u>(65,762)</u>	<u>(3,805)</u>	<u>(69,567)</u>	<u>(67,897)</u>
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS</b>					
Transfer between funds	11	(4,548)	2,695	(1,853)	(1,734)
	12	<u>2,000</u>	<u>(2,000)</u>	<u>—</u>	<u>—</u>
<b>NET EXPENDITURE FOR THE YEAR</b>		<u>(2,548)</u>	<u>695</u>	<u>(1,853)</u>	<u>(1,734)</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>10,418</u>	<u>33,461</u>	<u>43,879</u>	<u>45,613</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>7,870</u>	<u>34,156</u>	<u>42,026</u>	<u>43,879</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 15 to 21 form part of these financial statements.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## BALANCE SHEET

31 MARCH 2008

	Note	2008 £	2007 £
<b>FIXED ASSETS</b>			
Tangible assets	14	9,167	12,502
<b>CURRENT ASSETS</b>			
Stocks	15	228	218
Debtors	16	912	3,339
Cash at bank and in hand		35,378	31,006
		<u>36,518</u>	<u>34,563</u>
<b>CREDITORS: Amounts falling due within one year</b>	17	<u>(3,659)</u>	<u>(3,186)</u>
<b>NET CURRENT ASSETS</b>		<b>32,859</b>	<b>31,377</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>42,026</b></u>	<u><b>43,879</b></u>
<b>FUNDS</b>			
Restricted income funds	18	34,156	33,461
Unrestricted income funds	19	7,870	10,418
<b>TOTAL FUNDS</b>		<u><b>42,026</b></u>	<u><b>43,879</b></u>

The council of management are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 1985 (the Act) relating to the audit of the financial statements for the year by virtue of section 249A(1), and that no member or members have requested an audit pursuant to section 249B(2) of the Act. The council of management acknowledge their responsibilities for:

- (i) ensuring that the charity keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

These financial statements were approved by the members of the committee on the 30 June 2008 and are signed on their behalf by:



Mr B Thorp  
Hon. Chairperson



Mrs J Cooper  
Hon. Treasurer

The notes on pages 15 to 21 form part of these financial statements.



# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

### **1. GOING CONCERN**

The operation of the Charity is dependent upon grant income from the Hull City Council. The service level agreement expires in March 2009 but may be terminated at any time giving six months notice.

The Board of Trustees have considered the future operation and financial commitments of the Charity and are of the opinion that the Charity will continue to operate in its present form and be able to discharge its liabilities as they fall due for the foreseeable future.

### **2. ACCOUNTING POLICIES**

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 1985.

#### **Cash flow statement**

The council of management have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

#### **Incoming resources**

Income from donations and grants, including capital grants is included as an incoming resource in the statement of financial activities when these are receivable.

When donors specify that donations and grants, including capital grants are for particular purposes, this income is included in incoming resources of restricted funds when receivable.

#### **Fund accounting**

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

Restricted funds are subject to restrictions in their expenditure imposed by the donor through the terms of an appeal.

#### **Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in these categories. certain other costs, which are attributable to more than one activity, are apportioned across cost categories on an appropriate basis.

**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

**2. ACCOUNTING POLICIES** *(continued)*

**Fixed assets**

Fixed assets costing less than £500 are written off to the Statement of Financial Activities in the year of purchase. Fixed assets costing more than £500 are initially recorded at cost in the balance sheet and depreciated over the estimated useful life.

**Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixture and Fittings -10% on cost  
Motor Vehicles -7 years straight line

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**3. VOLUNTARY INCOME**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £
<b>Donations</b>				
Donations	2,930	-	2,930	1,300
<b>Grants receivable</b>				
Hull City Council	15,163	-	15,163	15,164
Awards for All	-	-	-	5,000
The MacRobert Trust	-	-	-	5,000
The James Reckitt Charity	1,200	-	1,200	2,600
Other grants	100	6,500	6,600	2,758
	<u>19,393</u>	<u>6,500</u>	<u>25,893</u>	<u>31,822</u>

**4. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS**

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Cafe	19,212	19,212	14,601
General fundraising	1,032	1,032	915
	<u>20,244</u>	<u>20,244</u>	<u>15,516</u>

**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

**5. INVESTMENT INCOME**

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Bank interest receivable	<u>1,027</u>	<u>1,027</u>	<u>751</u>

**6. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Gardening and decorating	13,609	13,609	12,131
Wheelchair hire	1,842	1,842	1,685
General income	5,099	5,099	4,258
	<u>20,550</u>	<u>20,550</u>	<u>18,074</u>

**7. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Cafe expenditure	11,999	1,386	13,385	17,441
General fundraising expenditure	1,676	-	1,676	1,560
	<u>13,675</u>	<u>1,386</u>	<u>15,061</u>	<u>19,001</u>

**8. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2008 £	Total Funds 2007 £
Gardening and decorating	11,447	1,583	13,030	11,386
Centre costs	38,665	836	39,501	35,574
	<u>50,112</u>	<u>2,419</u>	<u>52,531</u>	<u>46,960</u>

**9. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	Gardening and decorating £	Total Funds 2008 £	Total Funds 2007 £
Gardening and decorating	13,030	13,030	11,386
Centre costs	39,501	39,501	35,574
	<u>52,531</u>	<u>52,531</u>	<u>46,960</u>



# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2008

### 10. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2008	Total Funds 2007
	£	£	£
Bank charges	811	811	770
Accountancy fees	1,164	1,164	1,166
	<u>1,975</u>	<u>1,975</u>	<u>1,936</u>

### 11. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2008	2007
	£	£
Depreciation	<u>5,049</u>	<u>3,905</u>

### 12. FUND TRANSFERS

The balance of £2,000 held in the motor vehicles fund in respect of a vehicle disposed of during the year has been released to the general fund to offset motor vehicle running costs.

### 13. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2008	2007
	£	£
Wages and salaries	20,130	23,088
Social security costs	5,352	1,563
	<u>25,482</u>	<u>24,651</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2008	2007
	No	No
Number of administrative staff	<u>5</u>	<u>2</u>

The members of the trustee board did not receive any remuneration for their services on the board.

No employee received emoluments of more than £60,000 during the year (2007 - Nil).

**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

**14. TANGIBLE FIXED ASSETS**

	Furniture and equipment £	Motor Vehicles £	Total £
<b>COST</b>			
At 1 April 2007	60,721	18,218	78,939
Additions	–	3,000	3,000
Disposals	–	(16,287)	(16,287)
<b>At 31 March 2008</b>	<u>60,721</u>	<u>4,931</u>	<u>65,652</u>
<b>DEPRECIATION</b>			
At 1 April 2007	51,004	15,433	66,437
Charge for the year	4,131	918	5,049
On disposals	–	(15,001)	(15,001)
<b>At 31 March 2008</b>	<u>55,135</u>	<u>1,350</u>	<u>56,485</u>
<b>NET BOOK VALUE</b>			
<b>At 31 March 2008</b>	<u>5,586</u>	<u>3,581</u>	<u>9,167</u>
At 31 March 2007	<u>9,717</u>	<u>2,785</u>	<u>12,502</u>

**15. STOCKS**

	2008 £	2007 £
Stock	<u>228</u>	<u>218</u>

**16. DEBTORS**

	2008 £	2007 £
Trade debtors	<u>912</u>	<u>3,339</u>

**17. CREDITORS: Amounts falling due within one year**

	2008 £	2007 £
Trade creditors	<u>3,659</u>	<u>3,186</u>

**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2008**

**18. RESTRICTED INCOME FUNDS**

	Balance at 1 Apr 2007 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2008 £
Motor vehicles Fund	2,730	–	(101)	(2,000)	629
Equipment Fund	1,796	–	(1,279)	–	517
Awards for All Francis and Cyril Bibby Bequest	3,388	–	–	–	3,388
HBOS Community Foundation	1,980	–	(300)	–	1,680
Barchester Healthcare Foundation	437	–	(118)	–	319
Joseph Boaz Charity	–	5,000	(428)	–	4,572
Sir Julien Hodge Charitable Trust	156	–	(156)	–	–
KUHCC (Advice Development Project)	–	1,500	–	–	1,500
The MacRobert Trust	18,630	–	–	–	18,630
Sir James Reckitt Charity	3,781	–	(1,386)	–	2,395
	563	–	(37)	–	526
	<u>33,461</u>	<u>6,500</u>	<u>(3,805)</u>	<u>(2,000)</u>	<u>34,156</u>

**19. UNRESTRICTED INCOME FUNDS**

	Balance at 1 Apr 2007 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2008 £
General Funds	<u>10,418</u>	<u>61,214</u>	<u>(65,762)</u>	<u>2,000</u>	<u>7,870</u>



# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2008

### 20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
<b>Restricted Income Funds:</b>			
Motor vehicles Fund	629	–	629
Equipment Fund	517	–	517
Awards for All	–	3,388	3,388
Francis and Cyril Bibby Bequest	372	1,308	1,680
HBOS Community Foundation	319	–	319
Barchester Healthcare Foundation	2,572	2,000	4,572
Sir Julien Hodge Charitable Trust	–	1,500	1,500
KUHCC (Advice Development Project)	–	18,630	18,630
The MacRobert Trust	–	2,395	2,395
Sir James Reckitt Charity	186	340	526
	<u>4,595</u>	<u>29,561</u>	<u>34,156</u>
<b>Unrestricted Income Funds</b>	<b>4,572</b>	<b>3,298</b>	<b>7,870</b>
<b>Total Funds</b>	<b><u>9,167</u></b>	<b><u>32,859</u></b>	<b><u>42,026</u></b>

### 21. COMPANY LIMITED BY GUARANTEE

The Charity is incorporated as a company limited by guarantee and therefore it has no share capital. The liability of members is limited to £1 each. The total number of members at 31st March 2008 was 83 (200 - 84).

In the event of the Company being wound up the unrestricted fund and any excess of income over expenditure is not to be distributed to the members.