

**Staff, Volunteers and Placements who have worked within our organisation during  
2008/2009**

**Reception and Office:**

Pat Stange  
Brian Cooper  
Stuart Dudding  
Doreen Edwards  
Margaret Carnes  
Steve Taylor  
Laura Knight

Jeanette Cooper  
Andy Rowbottom  
Robert Uscroft  
John Brocklebank  
Margaret Parker  
Margaret Gascoigne

Chris Stark  
Paul Harmon  
Hazel Golder  
Karen Meadly  
Neil Harrison  
Judith Weltman

**Café:**

Julie Hall  
Les Allen

Jackie Coates  
Penny Parker

Norma Houghton  
Dawn Norbury

**Projects:**

Steve Sorenson  
Dave Keitch  
Darren Embley  
David Simon  
Keith Shimells  
Tony Stifle

Yvonne Klinck  
Pat Kilvingtonm  
Dave Snow  
Jeffrey King  
Laura Hampton

Tony Wright  
Tony Rogerson  
Adam Lesbirel  
John Shaw  
Lee Wood

Chris Cooke  
Wayne Wilds  
Daniel Thresh  
Vail Matthews  
Ryan Start

**Befrienders**

Ian Holdsworth

**Placements:**

Tony Wright  
Dave Keitch  
Darren Embley  
David Simon  
Keith Shimells  
Tony Stifle  
Alan Sirrs  
John Manolasses  
Julie Hall  
Carol Cooper  
Dawn Norbury

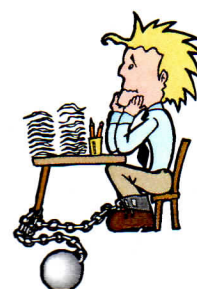
Chris Cooke  
Pat Kilvingtonm  
Dave Snow  
Jeffrey King  
Laura Hampton  
Chris Stark  
Karen Rustle  
Sue Lyon  
Sue Francis  
Richard Brown

Karen Meadly  
Tony Rogerson  
Adam Lesbirel  
John Shaw  
Lee Wood  
John Brocklebank  
Laura Reilly  
Steve Ibbitson  
Debra Foster  
Sally Barber

Laura Knight  
Wayne Wilds  
Daniel Thresh  
Vail William Matthews  
Ryan Start  
Mark Stephens  
Naomi Midgley  
John Holt  
Rebecca Forsyth  
Kirsty Armstrong

**Paid Staff:**

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



# HULL COUNCIL OF DISABLED PEOPLE

Year end stats: 2007 - 2008

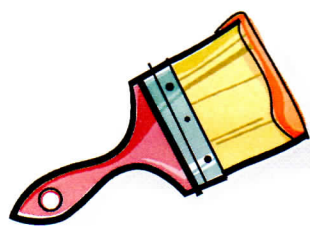
We gave a welcome to:

Visitors in the centre	18571
New members	26
Café	17860
Enquiries	1085
Existing members	81

## It's good to talk

Telephone received	5782
Manager/Admin	1676
Benefits & welfare rights enquires	2371
Transport	30
Gardening and decorating	664
Reception	823
Referrals to specialist organisations	47





## **VOLUNTEER ASSISTANCE !**

Volunteer Attendances 5432

New Deal/College/University Placements Attendances 3147



## **PROJECTS**

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

**Decorating 130**

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

**Gardening 223**



### **ON THE MOVE !**

**Removals and Sundry Jobs 8**



## **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



**HULL COUNCIL OF DISABLED PEOPLE**  
(COMPANY LIMITED BY GUARANTEE)  
**UNAUDITED FINANCIAL STATEMENTS**  
**31 MARCH 2009**

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 2009

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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>	Mr. B. Thorp (Chairman) Mr. S. Dudding (Vice Chair) Mrs. J. Cooper (Treasurer) Councillor J. Korczak Fields Mrs. S. Meekin Mr. B. Cooper Mr C Stark 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>Independent examiner</b>	Malcolm Marsden 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 2009**

### **CHAIRMAN'S REPORT**

2008 has been a very challenging year within the HCDP but I have found that working with good people and doing the right things get your true and just rewards.

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, although the Council has assured us that there are no immediate plans for this we are actively seeking new premises in the town centre.

The past year has seen many charities losing vital funding and we have found it is becoming more and more difficult to secure the monies needed to run out various projects, 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 continues to be 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 sole on the dedication and hard work of the management, staff, volunteers and placements.

In closing I give my thanks to all that have assisted the HCDP be it with time or with donations of money helping us to make 2008/09 another successful year for the organisation.

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

### **TREASURERS REPORT**

During the financial year 2008/09 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 2008 to 31st March 2009.

Kingston Upon Hull City Council has continued to support us with an annual revenue grant but the Service Level Agreement with the Hull City Council will come to an end on the 31st March 2009 and the HCDP will have to seek funding from various other sources.

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 2009

### MANAGERS REPORT

Well we have survived another year, and celebrate 25 years here on Ferensway in June 2008 with a Bar-B-Que, we all had great fun playing silly games and generally doing what we do best making each other laugh.

We are still happy in our work and even though there were a few ups and downs we managed to keep smiling.

The rumours regarding our building still fly around, and although we are actively seeking new premises in the town centre we are not quite ready to give up our happy home here at 35/37 Ferensway.

The gardening and decorating service have carried on growing, our thanks go to Steve and Yvonne they have 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.

Sadly our Welfare Rights Supervisor Steve Taylor has moved on to pastures green we would like to offer him our thanks and wish him all the very best of luck in his new place of work at the Hull College of Further Education.

Margaret Carnes and John Brocklebank have continued to keep the Welfare Rights Service going, 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. 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. We would also like to welcome Les and Norma to the team they are now fully fledged members of our kitchen volunteers and we appreciate all they do coming in most days and keeping the café going.

I must also offer my thanks to Chris, Andy and Karen for the countless hours they have volunteered in the office and Neil, Doreen, Paul and Margaret for keeping the front reception manned.

If I have missed anyone off my list of thanks I offer my apologies now and hope they continue to assist us in our endeavours to help as many vulnerable people as we can in the future.

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.

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

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

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

### YEAR ENDED 31 MARCH 2009

#### COOKS CAFE REPORT

I started in the kitchen of the HCDP as a placement from A4E and in April 2006 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 2007. Sadly the funding ran out in the July 2008 but I carried on as a volunteer and we hope to be able to find funding for my salary in the very near future.

Once again we received a B from the Scores on the Doors awards, we are still up there with some of the top hotels and restaurants in Hull and the surrounding area.

We also received the Heartbeat Award; the Lord Mayor Brenda Petch presented this to us at Ferens Art Gallery here in Hull.

The café continues to thrive and all the revenue made is ploughed back into the centre this allows us to carry on with our good works and support the members of our charity in Hull and the surrounding area.

We 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.

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 the kitchen.

**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 now have acquired 2 new (second hand) vans this allows us to continue our good works.

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, Hull DAP, the local Welfare Support Services and the British Legions Society, they refer clients to us that need our help and assistance. We also work with A4E, (Action 4 Employment) In Training (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 2009**

### **GARDENING PROJECT REPORT**

I joined the HCDP as a placement in 2006 and was offered the position of Gardening Supervisor in December 2007; I accepted and started in January 2008. I run the project dealing with our client's request for their gardens to be kept in a clean 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 another van so this makes it easier to keep the project running smoothly. We are trying to raise funds to get ourselves a new lawn mower and other gardening equipment.

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 they are charged on a daily basis of £40:00. 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, the local Welfare Support Services, British Legions and Hull DAP; they refer clients to us that need our help and assistance.

We also work with A4E, (Action 4 Employment) Carter & Carter and Skills Initiative, 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.

**Yvonne Klinck**  
**Gardening Supervisor**

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

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

YEAR ENDED 31 MARCH 2009

### WELFARE RIGHTS REPORT

The last year has seen a lot of changes in the Welfare Rights team. Not least the departure of Steve Taylor in September. As well as dealing with many of our clients, Steve was also the teams' supervisor, and his hard work and commitment was appreciated by staff and clients alike.

I took over from Steve as supervisor, but unfortunately cannot work as many hours a week as he did. So it has been largely due to our only full time Advisor John Brocklebank that 269 clients were seen during the year, a drop of 91 on the previous year. Despite these problems the standard of advice provided has been quite respectably maintained, with a total weekly gain in benefits from cases closed of £8,508.40. This represents an average weekly gain of £31.63 per client. When compared to the previous years figures (clients seen 360, total weekly gain £14,952) we have in fact seen about a third fewer clients, but with less than a 25% drop in the average weekly gain recorded. It is worth mentioning here that of our 269 clients, 231 were helped to claim DLA or Attendance Allowance, plus Carers Allowance where appropriate, and in many cases this has also resulted in awards of, or increases in, their Income Support/Pension Credit payments, as well as extra Housing and Council Tax Benefits.

Arrears payments of benefits achieved during the year totalled £22,104.55, or an average of £82.17 per client, and 49 clients were referred on to the Welfare Rights Service for more detailed advice.

As a team we recognise the need for efficient office and appointment systems, which in turn enable us to provide an efficient service to our clients. By the New Year we were making appointments 4 weeks or more in advance, resulting in a few clients either forgetting their appointments, or seeking alternative help. We were also spending considerable time contacting clients to check on the progress of their claims, and meeting resistance from some when attempting to obtain the information needed for full Benefit checks.

In an effort to overcome these problems we introduced some new procedures. Standard appointment letters are now sent to every client to confirm their appointment date and time. The letters also explain our commitment to carrying out full Benefit checks, and emphasise that we are a voluntary organisation dependant upon donations. We have New Client packs of forms ready, which include authority forms which are signed at the client's first appointment. These enable us to obtain updates on the progress of claims direct from the DWP, and help to avoid the need for too many phone calls to clients. More recently we have begun to restrict appointments made to not more than a month in advance. We recognise however that some clients need more urgent advice, and by operating a more efficient and realistic appointments system, we are usually able to deal with more urgent cases straight away, or to ensure that they are referred on for appropriate help. Improvements continue with the ongoing 'archiving' and storage of old client files, and careful monitoring of current cases, with a full update of the client database planned.

As always we would welcome more volunteers, particularly those with some knowledge of the Benefits system, or those who are willing to learn the basics. We know from experience that there are people out there who fit the bill. We also know that those same people will often move on into paid employment, having gained valuable experience with us. Finding those people is our next challenge.

**Margaret Carnes**  
Welfare Rights Supervisor

# **HULL COUNCIL OF DISABLED PEOPLE**

(COMPANY LIMITED BY GUARANTEE)

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2009**

The Council of Management, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2009.

### **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:

Mr. B. Thorp (Chairman)  
Mr. S. Dudding (Vice Chair)  
Mrs. J. Cooper (Treasurer)  
Councillor J. Korczak Fields  
Mrs. S. Meekin  
Mr. B. Cooper  
Mr C Stark  
Mr J Coolehan  
Mr C Cooper  
Mr S Cooper  
Mr R Uscroft

### **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 2009 the members of the Company totalled 81 (2008 - 83).

#### 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

In accordance with the Articles of Association one third of the members of the Council of Management retire by rotation and, accordingly Mrs J Cooper, Mr B Cooper, and Mrs S Meekin retire and being eligible offer themselves for re-election at the Annual General Meeting.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## TRUSTEES ANNUAL REPORT *(continued)*

### YEAR ENDED 31 MARCH 2009

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

#### 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.

When planning our activities for the year the Council of Management have considered the Charity Commission's guidance on public benefit and how those activities will contribute to the Charities aims and objectives as detailed below.

During the year under review the people using our facilities have benefited from:

A meeting place for individuals and groups.  
Cafe' facilities, hot meals and snacks and external catering  
Charity shop and radar key sales.  
Information on welfare rights and aids to disabled living. Home visit projects, decorating and gardening.  
Welfare advice centre, training and transport  
Holiday information on suitable accommodation with access.  
Services available between the hours of 9.00am until 4.00pm  
Wheelchair hire

These facilities are available for use by members of the public who have restricted mobility and their careers.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2009

### 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 2009 there were 784 new cases opened from which a approximately £80,000 being 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 £ (2008 deficit - £1,853).

#### 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 2009

### 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 (who are also the directors of Hull Council of Disabled People for the purposes of company law) are responsible for preparing the Trustees Annual Report, the Chairman's and other reports and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Council of Management to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Council of Management are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

### INDEPENDENT EXAMINER

A resolution to re-appoint Grays as independent examiner for the ensuing year will be proposed at the Annual General Meeting.

### 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

26 June 2009



# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF HULL COUNCIL OF DISABLED PEOPLE

YEAR ENDED 31 MARCH 2009

I report on the accounts of the charity for the year ended 31 March 2009 set out on pages 12 to 19.

**RESPECTIVE RESPONSIBILITIES OF COMMITTEE OF MANAGEMENT AND INDEPENDENT EXAMINER** The charity's committee of management (who are also the directors of Hull Council of Disabled People for the purposes of company law) are responsible for the preparation of the accounts. The charity's committee of management consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act), as amended by section 28 of the Charities Act 2006) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act, as amended);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, as amended); and
- to state whether particular matters have come to my attention.

### BASIS OF INDEPENDENT EXAMINER'S STATEMENT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as committee of Management concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a 'true and fair view'.

### INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 221 of the Companies Act 1985); and
- accounts are prepared which agree with the accounting records, comply with the accounting requirements of section 226(A) of the Companies Act 1985 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Malcolm Marsden  
Independent examiner

1 Parliament Street  
Hull  
HU1 2AS

26 June 2009

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

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

YEAR ENDED 31 MARCH 2009

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Voluntary income	2	19,108	28,356	47,464	25,893
Activities for generating funds	3	20,841	–	20,841	20,244
Investment income	4	406	–	406	1,027
Incoming resources from charitable activities	5	17,842	–	17,842	20,550
<b>TOTAL INCOMING RESOURCES</b>		<u>58,197</u>	<u>28,356</u>	<u>86,553</u>	<u>67,714</u>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	6	(13,196)	(100)	(13,296)	(15,061)
Charitable activities	7/8	(49,123)	(14,136)	(63,259)	(52,531)
Governance costs	9	(2,305)	–	(2,305)	(1,975)
<b>TOTAL RESOURCES EXPENDED</b>		<u>(64,624)</u>	<u>(14,236)</u>	<u>(78,860)</u>	<u>(69,567)</u>
<b>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR/NET INCOME/(EXPENDITURE) FOR THE YEAR</b>					
	10	(6,427)	14,120	7,693	(1,853)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>7,870</u>	<u>34,156</u>	<u>42,026</u>	<u>43,879</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>1,443</u>	<u>48,276</u>	<u>49,719</u>	<u>42,026</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 14 to 19 form part of these financial statements.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## BALANCE SHEET

31 MARCH 2009

	Note	2009 £	£	2008 £
<b>FIXED ASSETS</b>				
Tangible assets	13		9,404	9,167
<b>CURRENT ASSETS</b>				
Stocks	14	219		228
Debtors	15	1,019		912
Cash at bank and in hand		42,501		35,378
		<u>43,739</u>		<u>36,518</u>
<b>CREDITORS: Amounts falling due within one year</b>	16	<u>(3,424)</u>		<u>(3,659)</u>
<b>NET CURRENT ASSETS</b>			<b>40,315</b>	32,859
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><b>49,719</b></u>	<u>42,026</u>
<b>FUNDS</b>				
Restricted income funds	17		48,276	34,156
Unrestricted income funds	18		1,443	7,870
<b>TOTAL FUNDS</b>			<u><b>49,719</b></u>	<u>42,026</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 26 June 2009 and are signed on their behalf by:

Mr B Thorp  
Hon. Chairperson

Mrs J Cooper  
Hon. Treasurer

The notes on pages 14 to 19 form part of these financial statements.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2009

### 1. 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.

#### 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 to 20% on cost  
Motor Vehicles -3 to 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.

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2009

### 2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
<b>Donations</b>				
Donations	1,625	–	1,625	2,930
<b>Grants receivable</b>				
Hull City Council	15,163	–	15,163	15,163
Hull & East Yorkshire Charitable Trust	1,000	–	1,000	–
The James Reckitt Charity	1,320	–	1,320	1,200
Other grants - see note 16	–	28,356	28,356	6,600
	<u>19,108</u>	<u>28,356</u>	<u>47,464</u>	<u>25,893</u>

### 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Cafe	20,413	20,413	19,212
General fundraising	428	428	1,032
	<u>20,841</u>	<u>20,841</u>	<u>20,244</u>

### 4. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Bank interest receivable	406	406	1,027

### 5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Gardening and decorating	15,393	15,393	13,609
Wheelchair hire	1,198	1,198	1,842
General income	1,251	1,251	5,099
	<u>17,842</u>	<u>17,842</u>	<u>20,550</u>

### 6. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Cafe expenditure	13,196	100	13,296	13,385
General fundraising expenditure	–	–	–	1,676
	<u>13,196</u>	<u>100</u>	<u>13,296</u>	<u>15,061</u>

# HULL COUNCIL OF DISABLED PEOPLE

(COMPANY LIMITED BY GUARANTEE)

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2009

### 7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Gardening and decorating	10,779	2,321	13,100	13,030
Centre costs	38,344	11,815	50,159	39,501
	<u>49,123</u>	<u>14,136</u>	<u>63,259</u>	<u>52,531</u>

### 8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

		Total Funds 2009 £	Total Funds 2008 £
Gardening and decorating	£	13,100	13,030
Centre costs		50,159	39,501
		<u>63,259</u>	<u>52,531</u>

### 9. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Bank charges	876	876	811
Accountancy fees	1,429	1,429	1,164
	<u>2,305</u>	<u>2,305</u>	<u>1,975</u>

### 10. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2009 £	2008 £
Depreciation	<u>4,323</u>	<u>5,049</u>

### 11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2009 £	2008 £
Wages and salaries	19,214	20,130
Social security costs	5,338	5,352
	<u>24,552</u>	<u>25,482</u>

#### Particulars of employees:

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

	2009 No	2008 No
Number of administrative staff	<u>5</u>	<u>5</u>