

**REGISTERED COMPANY NUMBER: 08657101 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1155545**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR  
ENDED 31 AUGUST 2016  
FOR**

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

McLintocks Limited  
46 Hamilton Square  
Birkenhead  
Merseyside  
CH41 5AR

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

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for the Year Ended 31 August 2016**

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**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**REPORT OF THE TRUSTEES  
for the Year Ended 31 August 2016**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

08657101 (England and Wales)

**Registered Charity number**

1155545

**Registered office**

4 Waterford Park  
Prenton  
Merseyside  
CH43 6UT

**Trustees**

Mrs H E Rogers  
G A Walker

Company Director  
Company Director

**Independent examiner**

McLintocks Limited  
46 Hamilton Square  
Birkenhead  
Merseyside  
CH41 5AR

**Solicitors**

Bermans LLP  
Lancaster House  
Mercury Court  
Tithebarn Street  
Liverpool  
L2 2QP

**Bankers**

Allied Irish Bank  
1 St Pauls Square  
Old Hall Street  
Liverpool  
L3 9PP

**Chief Executive Officer**

Miss G Parker

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**REPORT OF THE TRUSTEES  
for the Year Ended 31 August 2016**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 20th August 2013. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

**Recruitment and appointment of new trustees**

The Directors of the organisation are also charity Trustees for the purposes of charity law, and under the Memorandum and Articles of Association, one third of the Trustees must retire at each Annual General Meeting by rotation and may seek re-election; a minimum of two trustees will form the Board of Trustees.

The Trustees seek to identify potential trustees who can benefit the organisation and in the forthcoming year the charity will continue to actively seek to recruit new Trustees.

**Organisational structure**

Miss G Parker is the Chief Executive Officer of the charity. Miss Parker is responsible for ensuring that the charity delivers the services specified, following its purposes and objectives, that its quality is monitored, and any risks are identified, assessed and reviewed on a quarterly basis.

The Charity Trustees are Mrs Helen Rogers and Mr Greg Walker. Both trustees have experience of working with clients with mental health issues and both actually work in health and social care at present.

Both the Chief Executive Officer and Trustees give their time voluntarily and received no benefits from the charity.

**Risk management**

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

# **CAMBRIAN HOUSING SERVICES (WIRRAL) LIMITED**

## **REPORT OF THE TRUSTEES for the Year Ended 31 August 2016**

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### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

Our Charity's purposes as set out in the objects contained in the company's memorandum of association are :

For the public benefit to provide independent living services for vulnerable adults and people with mental health issues across the Wirral Peninsula in such ways as the charity trustees think fit, in particular :

- By providing high quality residential accommodation to clients from the local community;
- Training clients in independent living skills;
- Enabling local people to access a drop-in facility for the benefit of the community;
- Enabling clients to forge links with the local community.

Our aims fully reflect the purposes that the charity was set up to further.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each activity and the benefits they have brought to our client group. The review also helps us ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

#### **Public benefit**

Our main activity is the provision of high quality accommodation to provide supported living to vulnerable adults with a mental health problem. Each client has a full assessment prior to being offered a tenancy. A support package is provided and each client's needs are discussed and detailed in an individual support plan. The aim of the support plan is to equip each client with daily living skills, social skills, educational and employment opportunities. The promotion of independence is at the core of all of the support provided, thus enabling each client to feel empowered and fulfilled. Clients are encouraged and supported to engage and forge links with the wider community and other agencies. The length of each tenancy will vary depending on the abilities and skills of each client. Each client's needs, support and future goals and aims are reviewed quarterly to ensure the appropriate support is being delivered.

### **ACHIEVEMENT AND PERFORMANCE**

#### **Charitable activities**

The past 12 months have seen Cambrian House reach full occupancy for long periods of time. Due to the nature of the needs of some of our clients, sometimes the need for more specialised support is needed and we work with other professional agencies to ensure the client is placed in the appropriate setting for their specific requirements. Therefore, there will be times when we have a vacancy, as the process for admission includes thorough assessments and visits prior to admission and this may take several weeks.

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**REPORT OF THE TRUSTEES  
for the Year Ended 31 August 2016**

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**FINANCIAL REVIEW**

**Reserves policy**

The Trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation and utilise a Risk Register to monitor financial threats to the organisation. The trustees plan to ensure that there is a minimum of three months running costs and salaries held in reserves.

**Financial position**

Overall due to some periods of reduced occupancy expenditure exceeded income by £9,567 which deducted from the reserves brought forward of £10,063 leaves £496 to be carried forward.

**Principal funding sources**

The funding source for the charity is enhanced housing benefit, which is claimed by each client and paid direct to the charity. At the end of the financial year, the accommodation had good occupancy levels and the charity was in receipt of enhanced housing benefit for all its tenants.

**FUTURE DEVELOPMENTS**

The charity plans to continue to pursue its purposes and objectives. Several activities and leisure groups are offered to its tenants and other members of the local community with mental health problems.

A walking group, quiz group, arts and crafts group and pool group are run from Cambrian House weekly.

A room in the basement is to become a health and exercise suite with simple exercise equipment and access to information on all aspects of healthy living.

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Mrs H E Rogers - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

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I report on the accounts for the year ended 31 August 2016 set out on pages seven to twelve.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

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 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**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 requirements
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

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Helen Furlong  
FCCA  
McLintocks Limited  
46 Hamilton Square  
Birkenhead  
Merseyside  
CH41 5AR

Date: .....



**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31 August 2016**

	Notes	2016 Unrestricted fund £	2015 Total funds £
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from charitable activities</b>			
Supported Living Services		97,700	92,110
<b>RESOURCES EXPENDED</b>			
<b>Charitable activities</b>			
Supported Living Services		106,067	80,526
<b>Governance costs</b>		1,200	1,200
<b>Total resources expended</b>		107,267	81,726
<b>NET INCOMING/(OUTGOING) RESOURCES</b>			
		(9,567)	10,384
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		10,063	(321)
<b>TOTAL FUNDS CARRIED FORWARD</b>		496	10,063

The notes form part of these financial statements

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**BALANCE SHEET**  
**At 31 August 2016**

	Notes	2016 Unrestricted fund £	2015 Total funds £
<b>CURRENT ASSETS</b>			
Debtors	5	2,594	-
Cash at bank and in hand		16,856	28,998
		<u>19,450</u>	<u>28,998</u>
<b>CREDITORS</b>			
Amounts falling due within one year	6	(18,954)	(18,935)
		<u>496</u>	<u>10,063</u>
<b>NET CURRENT ASSETS</b>			
		<u>496</u>	<u>10,063</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>496</u>	<u>10,063</u>
<b>NET ASSETS</b>			
		<u>496</u>	<u>10,063</u>
<b>FUNDS</b>	7		
Unrestricted funds		496	10,063
<b>TOTAL FUNDS</b>		<u>496</u>	<u>10,063</u>

The notes form part of these financial statements

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**BALANCE SHEET - CONTINUED**  
**At 31 August 2016**

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 August 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on .....  
and were signed on its behalf by:

.....  
Mrs H E Rogers -Trustee

The notes form part of these financial statements

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
for the Year Ended 31 August 2016**

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**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements where appropriate.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**2. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	2016	2015
	£	£
Hire of plant and machinery	-	492
	<u>          </u>	<u>          </u>

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**for the Year Ended 31 August 2016**

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**3. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 August 2016 nor for the year ended 31 August 2015 .

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 August 2016 nor for the year ended 31 August 2015 .

**4. STAFF COSTS**

	2016	2015
	£	£
Wages and salaries	37,170	12,358
Social security costs	2,310	107
	<u>39,480</u>	<u>12,465</u>

The average monthly number of employees during the year was as follows:

	2016	2015
Catering	1	1
Cleaner	1	1
	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016	2015
	£	£
Trade debtors	2,594	-
	<u>2,594</u>	<u>-</u>

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2016	2015
	£	£
Other creditors	18,954	18,935
	<u>18,954</u>	<u>18,935</u>

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**for the Year Ended 31 August 2016**

**7. MOVEMENT IN FUNDS**

	At 1.9.15 £	Net movement in funds £	At 31.8.16 £
<b>Unrestricted funds</b>			
General fund	10,063	(9,567)	496
<b>TOTAL FUNDS</b>	<u>10,063</u>	<u>(9,567)</u>	<u>496</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	97,700	(107,267)	(9,567)
<b>TOTAL FUNDS</b>	<u>97,700</u>	<u>(107,267)</u>	<u>(9,567)</u>

**CAMBRIAN HOUSING SERVICES (WIRRAL)  
LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31 August 2016**

	2016 £	2015 £
<b>INCOMING RESOURCES</b>		
<b>Incoming resources from charitable activities</b>		
Fees receivable	97,700	92,110
<b>Total incoming resources</b>	97,700	92,110
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	37,170	12,358
Social security	2,310	107
Hire of plant and machinery	-	492
Rent, rates and water	45,184	44,370
Postage and stationery	295	311
Sundries	944	330
Waste and cleaning	2,289	2,546
Food	16,268	19,217
Travel expenses	84	231
Premises costs	1,523	564
	106,067	80,526
<b>Governance costs</b>		
Accountancy	1,200	1,200
<b>Total resources expended</b>	107,267	81,726
<b>Net (expenditure)/income</b>	(9,567)	10,384

This page does not form part of the statutory financial statements