



Elmore
Community
Services



Elmore

Annual Report

April 2007 – March 2008

Telephone: 01865 200130 ■ Fax: 01865 246039 ■ Email: info@elmoreteam.org.uk

www.elmoreteam.org.uk

Our year

The past year has been a busy, but successful, one for Elmore Community Services. In addition to continuing to strengthen our core service to provide support for vulnerable people with complex needs, we have developed two new areas of work.

Following a successful pilot project supporting prisoners with complex needs to re-establish their lives following release, Elmore attracted funding to expand this project. In June 2007 we recruited a worker to lead the work and have continued to develop Elmore's expertise in supporting this group of people.

In November 2007, we launched the Anti-Social Behaviour Service which closely with Oxford City Council's Crime and Nuisance Action Team to provide support for people who have multiple needs and who are subject to anti-social behaviour orders. This new service established quickly strong working relationships with the statutory agencies and is being evaluated by an external organisation to enable us to build on its successes.

Client participation continues to be an important focus for Elmore and we have been able to build on previous work by undertaking a client-led project to highlight and tackle the stigma people with mental health and other problems can face from other agencies. This project will continue into next year and will culminate in Elmore clients doing a series of presentations to different professionals.

Finally, I want to thank Elmore's staff, Board and other supporters for their hard work and commitment. In particular, I would like to acknowledge the contribution of Elizabeth Wincott, who continued to support Elmore throughout her illness before she sadly passed away.



Clare Rowntree
Board member

“ Client participation continues to be an important focus for Elmore and we have been able to build on previous work by undertaking a client-led project to highlight and tackle the stigma people with mental health and other problems can face from other agencies. ”

Elmore facts and figures

159

clients

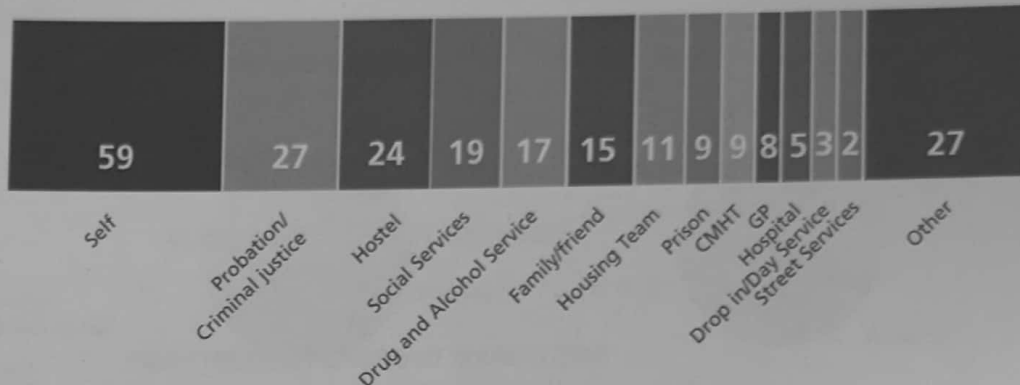
(154 in 2006/2007)

235

referrals

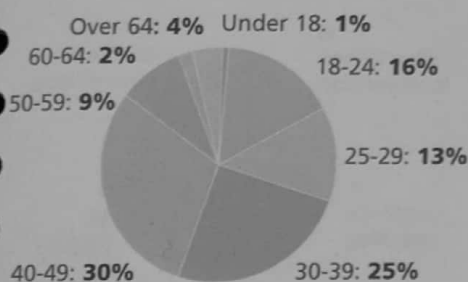
(248 in 2006/2007)

Source of referral (of 235 referrals)



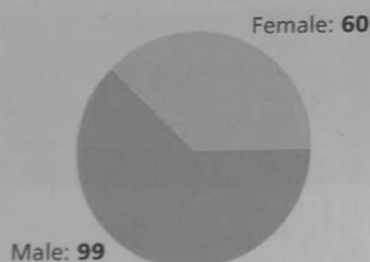
Age range of clients

Age % (of 159 clients)

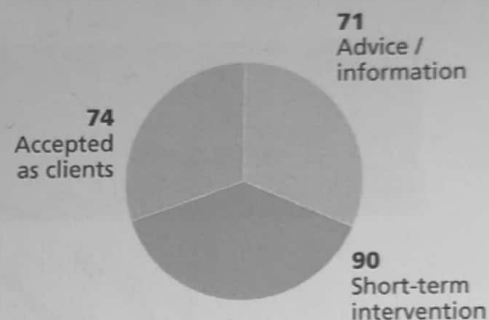


Gender of clients

(of 159 clients)

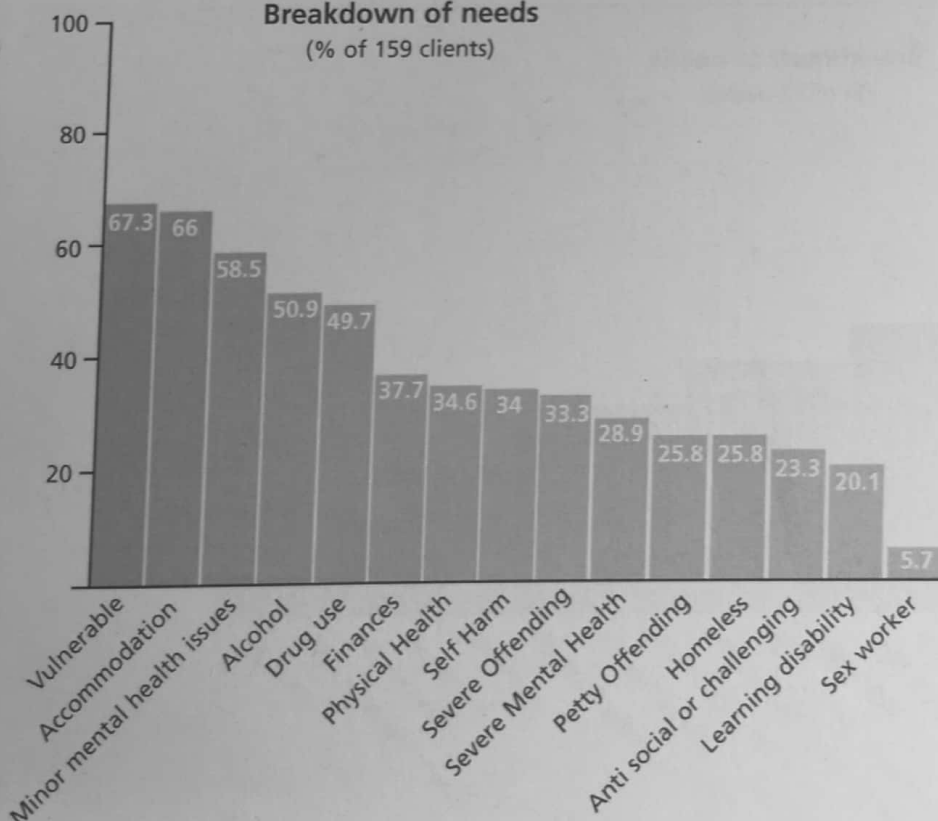


Outcome of referrals (of 235 referrals)



Breakdown of needs

(% of 159 clients)



Ethnicity of clients

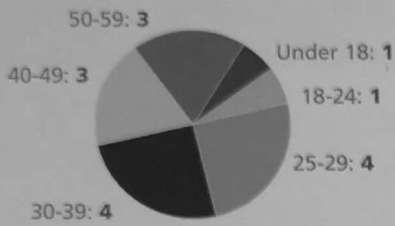
(of 159 clients)

British	128
Other White	4
Irish	3
Traveller of Irish heritage	2
African	3
Caribbean	1
Other Black background	3
White and Black Caribbean	1
Indian	3
Pakistani	2
Other Asian	4
White and Asian	1
Any other mixed background	1
Do not know	3

Elmore ASB facts and figures

Please note that these statistics cover the period November 2007 – 31 March 2008

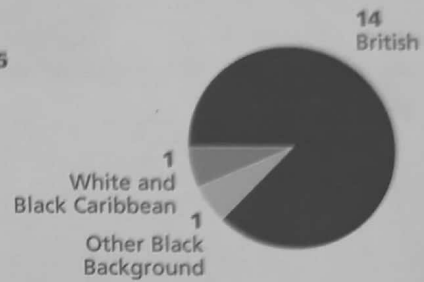
Age range of clients
(for open cases)



Gender of clients
(open cases)



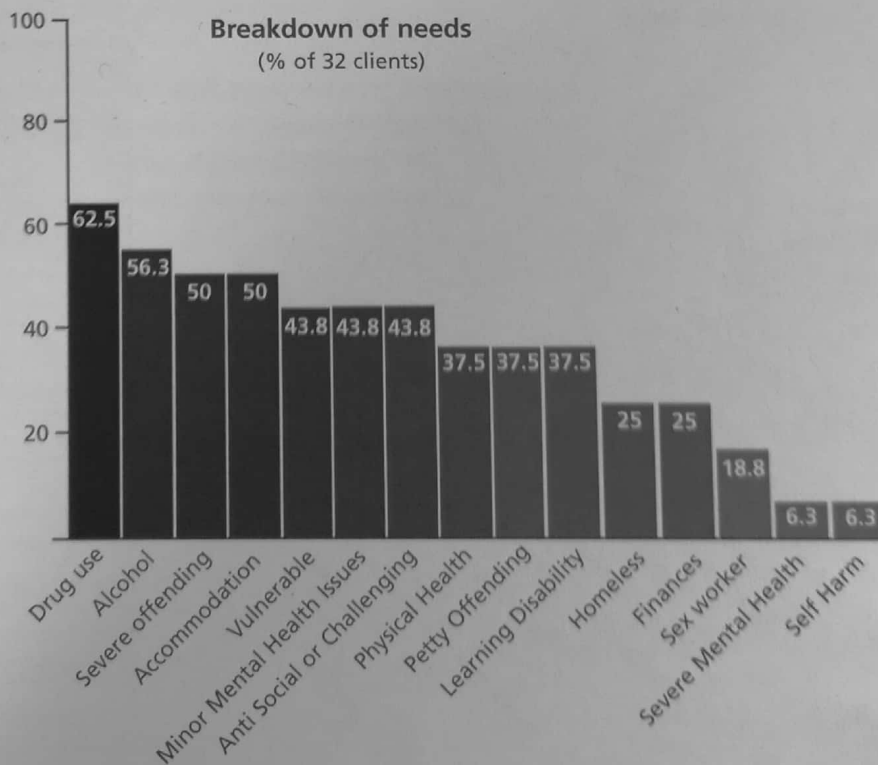
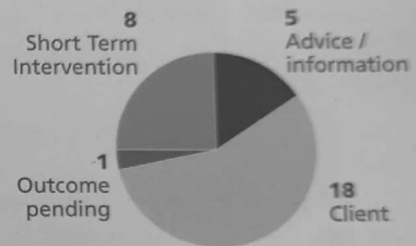
Ethnicity of clients



Source of referral (of 32 referrals)



Outcome of referrals



COMPANY NUMBER: 04139974

**ELMORE COMMUNITY SERVICES
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008**

Charity No. 1090616

ELMORE COMMUNITY SERVICES
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008
CONTENTS

Index	Page
Trustees Report	1-7
Independent Auditors Report	8
Statement of Financial Activities	9
Balance Sheet	10
Principal Accounting Policies	11
Notes to the Financial Statements	12-16

ELMORE COMMUNITY SERVICES
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008

Registered Name: Elmore Community Services

Company Number: 4139974

Registered Charity Number: 1090616

Registered Office and Operational Address: 174b Bullingdon House
Cowley Road
Oxford
OX4 1UT

Company Secretary: Miss K L Cocker

Board of Trustees: Ms A Bell
Ms N Brodie (resigned 19 April 2007)
Mr M Hammond
Ms T M Lea
Dr S Pearce
A Reynolds (resigned 18 October 2007)
Ms C E Rowntree
Mr M R Wigglesworth (appointed 18 October 2007)
Dr G M Cohen (appointed 19 July 2007)
Ms C H Ashley

Bankers: Barclays Bank Plc
Oxford

Auditors: Critchleys
Chartered Accountants
Greyfriars Court
Paradise Square
Oxford
OX1 1BE

ELMORE COMMUNITY SERVICES
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution and Organisation

Elmore Community Services is a charitable company registered in England (number 04139974) that is limited by guarantee and governed by its Memorandum and Articles of Association.

The company was incorporated on 11 January 2001 and registered as a charity on 15 February 2002 (number 1090616).

Recruitment and Appointment of Directors

The Board of Trustees seeks to ensure that the needs of the client group and the organisation are appropriately reflected through the diversity of its members. In an effort to maintain this broad skill mix trustees are required to carry out an informal skills assessment. In the event of particular skills being lost due to retirement or if new identified skills are required, individuals are approached to offer themselves for election by the Board of Trustees. On occasions selective advertising is used. Appointments of Trustees are made in accordance with the Articles of Association including receipt and approval of an application for membership.

Organisational Structure

Overall responsibility for Elmore Community Services rests with the Board of Trustees who are also appointed as Directors of the charitable company. The Board of Trustees meet formally four times a year. Authority from the Trustees is delegated to a manager, who is also the company secretary, and is responsible for the day to day running of the charitable company. The manager is supported operationally by two team leaders. The team leaders co-ordinate the multiple needs workers who undertake the direct charitable activities.

Risk Assessment

As Trustees of Elmore Community Services we recognise and accept our responsibility for ensuring that risks to which the charity is exposed are reviewed and steps taken to mitigate potential damage by use of appropriate preventative controls and corrective actions. A risk management strategy has been implemented which comprises:

- an annual review of the risks which the charity may face
- the establishment of systems and procedures to mitigate those risks identified
- the implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise

OBJECTIVES AND ACTIVITIES

The charity's objectives are to identify individuals with multiple needs, on the margins of existing services, and to engage those individuals to assess their needs and provide practical and emotional support to enable them to have equal access to basic rights enjoyed by society.

3

4

ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008 (continued)

ACHIEVEMENTS AND PERFORMANCE

During this period, the Elmore Team received 235 referrals, all of whom received either advice / information, a short term intervention or were taken on as clients. In total the service worked with 159 people as clients who all received a support package which included a combination of practical help, emotional support, advocacy, outreach and signposting to other agencies.

In November 2007, with funding from the Tudor Trust and Oxford City Council we established the Anti Social Behaviour Service to work with vulnerable people causing anti social behaviour. This Service recruited a part time Team Leader and two Anti Social Behaviour Support Workers. During this period 32 referrals were received by the Anti Social Behaviour service, and all received either advice / information, a short term intervention or were taken on as clients. In total the Service worked with 16 clients all of whom received a support package which addressed their anti social behaviour. In June 2007 we recruited a prison support worker. This post was funded by Lloyds Charitable Trust to work with prisoners with multiple needs. In October 2007 we recruited a User Involvement Co-ordinator. This post was funded by Oxfordshire PCT to work with our clients on an anti stigma and discrimination project.

FINANCIAL REVIEW

Reserves Policy Definition

'Reserves' are the resources the charity has, or can make available to spend for any or all of the charity's purposes once it has met its commitments and covered its other planned expenditure. Reserves are to be spent at the Board of Directors' discretion in furtherance of any of the charity's objectives.

Purpose

There is a level of instability with funding for Elmore Community Services as most is via grants that only guarantee funding for one year at a time, and expire on the same date in the year. Future funding could be further compromised should discussions around joint tendering come to fruition.

Elmore Community Services needs to secure viability beyond the immediate future. Reserves allow the organisation to absorb set backs such as a decline or interruption of sources of income. Reserves also allow the organisation to take advantage of change and opportunity.

Elmore Community Services works with vulnerable people and needs to ensure continuity in its provision of a service. The service provided is an integral and essential part of the lives of beneficiaries, to have to withdraw or cut back service provision with little or no notice could cause real hardship.

Procedure

The level of reserves the charity needs

The Board of Directors has reviewed the charity's need for reserves in line with the guidance issued by the Charity Commission.

The level of reserves should be within a range such that the maximum is equivalent to one year's total core statutory funding and the minimum is equivalent to the total value of our two most high risk sources of funding.

The charity believes the reserves should be to this level to ensure that the charity can run efficiently and meet the needs of its beneficiaries.

ELMORE COMMUNITY SERVICES
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

FINANCIAL REVIEW (continued)

The monitoring of the reserves

The day to day monitoring of this policy will be the responsibility of the manager of Elmore Community Services, who will be expected to bring any issues to the immediate attention of the Board. The Board of Directors will review the reserves levels on an annual basis as part of the budget planning for the following year. They will be informed by:

- The forecasts for levels of income in future years, taking into account the reliability of each source of income and the prospects for opening up new sources.
- The forecasts for expenditure in the future years on the basis of planned activity.
- The analysis of any future needs, opportunities, consequences or risks the effects of which are not likely to be able to be met out of income if and when they arise.
- The assessment on the best evidence reasonably available of the likelihood of each of these needs arising and the potential consequences for the charity of not being able to meet them.

The total overall surplus for the year of £20,806 (2007: £42,732) has been added to the total funds, which at the balance sheet date stood at £336,512 (2007: £315,706).

Investment policy

Monies surplus to operational working capital requirements are invested in line with our investment policy, the objective of which is to maximise returns whilst ensuring that as far as possible funds are adequately safeguarded.

PLANS FOR THE FUTURE

Our objectives (2006-2009)

- To extend our work to involve clients in the development of our services, and to provide opportunities for ex-clients to gain experience and training to develop their skills.
- To develop the Elmore Team into a leading Oxford service for people who have complex needs.
- To develop additional services in order to fill gaps in provision, while also responding to any opportunities that arise through new funding streams.
- To provide services outside Oxford City.
- To build a strong regional and national reputation for the quality and regularity of our research, and for our influence on policy and service delivery.
- To continue to develop as a robust, high profile organisation that has sufficient income to meet expenditure.

ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

DIRECTORS

The following persons served as Directors throughout the year unless otherwise stated. They are also Trustees under charity law, and have no beneficial interest in the charitable company.

Ms A Bell	
Ms N Brodie	(resigned 19 April 2007)
Mr M Hammond	
Ms T M Lea	
Dr S Pearce	
A Reynolds	(resigned 18 October 2007)
Ms C E Rowntree	
Mr M R Wigglesworth	
Dr G M Cohen	(appointed 18 October 2007)
Ms C H Ashley	(appointed 19 July 2007)

The Trustees guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding-up. The total amount of such guarantees at 31 March 2008 was £7 (2007: £7).

RESPONSIBILITIES OF THE DIRECTORS

Company law requires the Directors to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of their incoming resources and the application of resources, including income and expenditure, for the year then ended.

In preparing those financial statements the Directors should follow best practice and

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable 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 assume that the charitable company will continue on that basis

The Directors are responsible for keeping accounting records which 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 and the Charities Act 1993.

The Directors 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.

In accordance with company law, we the Trustees, as the company's directors, certify that:

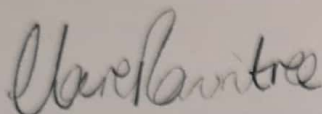
- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

ELMORE COMMUNITY SERVICES

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board of Trustees on *16 October 2008* and signed on their behalf by



Clare Rowntree
Chair

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF ELMORE COMMUNITY SERVICES

We have audited the financial statements of Elmore Community Services for the year ended 31 March 2008 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

The trustees' (who are also the directors of Elmore Community Services for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion, the information given in the Trustees' Annual Report is consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charity's affairs as at 31 March 2008 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Annual Report is consistent with the financial statements.

Date

17/10/2008

Critchleys, Chartered Accountants
Greyfriars Court, Paradise Square
Oxford, OX1 1BE

ELMORE COMMUNITY SERVICES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2008

	Notes	Restricted Funds 2008 £	Unrestricted Funds 2008 £	Total 2008 £	Total 2007 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income:					
Donations	1	-	5,050	5,050	8,120
Incoming resources from charitable activities					
Grants	2	97,436	305,467	402,903	351,389
Investment income					
Interest receivable		-	13,950	13,950	8,833
Total incoming resources		<u>97,436</u>	<u>324,467</u>	<u>421,903</u>	<u>368,342</u>
Resources expended					
Costs of generating voluntary income	3	-	8,813	8,813	-
Charitable activities	4	92,924	277,446	370,370	318,363
Governance costs	5	-	21,914	21,914	7,247
Total resources expended		<u>92,924</u>	<u>308,173</u>	<u>401,097</u>	<u>325,610</u>
Net incoming resources before transfer		4,512	16,294	20,806	42,732
Transfers between funds	13	-	-	-	-
Net incoming resources for the year		<u>4,512</u>	<u>16,294</u>	<u>20,806</u>	<u>42,732</u>
Fund Balances at 1 April 2007		<u>48,243</u>	<u>267,463</u>	<u>315,706</u>	<u>272,974</u>
Fund Balances at 31 March 2008		<u>52,755</u>	<u>283,757</u>	<u>336,512</u>	<u>315,706</u>

All of the above results are derived from continuing activities. The statement of financial activities includes all gains and losses recognised in 2007 and 2008. The accompanying accounting policies and notes form an integral part of these financial statements.

ELMORE COMMUNITY SERVICES

BALANCE SHEET
AS AT 31 MARCH 2008

	Notes	2008	2007
Fixed assets	8	6,569	11,278
Current assets			
Debtors and prepayments	9	1,302	2,126
Cash in bank and in hand		<u>357,916</u>	<u>317,589</u>
		359,218	319,715
Current liabilities			
Creditors	10	<u>(29,275)</u>	<u>(15,287)</u>
Net current assets		<u>329,943</u>	<u>304,428</u>
Net assets	12	<u>336,512</u>	<u>315,706</u>
Funds			
Restricted funds		52,755	48,243
Unrestricted funds		<u>283,757</u>	<u>267,463</u>
Total funds	13	<u>336,512</u>	<u>315,706</u>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements were approved by the board, authorised for issue on *16 October 2008* and signed on their behalf by

Trustee



Trustee



The accompanying accounting policies and notes form an integral part of these financial statements.

ELMORE COMMUNITY SERVICES
PRINCIPAL ACCOUNTING POLICIES
FOR THE YEAR ENDED 31 MARCH 2008

BASIS OF PREPARATION

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard for Smaller Entities (effective January 2007), the Companies Act 1985 and the recommendations of the Statement of Recommended Practice Accounting and Reporting by Charities (the SORP) issued in January 2005.

INCOMING RESOURCES**Donations**

All monetary donations are included in full in the statement of financial activities when receivable, provided that there are no donor-imposed restrictions as to the timing or the related expenditure, in which case recognition is deferred until the pre-condition is met.

Grants receivable

Revenue grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

RESOURCES EXPENDED

Expenditure, which is charged on an accruals basis, is allocated between:

- Expenditure incurred directly to the fulfilment of the charity's objectives;
- Expenditure incurred in supporting the activities that directly fulfil the charity's objectives;
- Expenditure incurred in the management and administration of the charity.

FUND ACCOUNTING

Restricted funds are to be used for specific purposes laid down by the donor. Expenditure for those purposes is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objectives of the charity.

FIXED ASSETS

Depreciation is provided on fixed assets in order to write-off each asset over its anticipated useful life. For both computer equipment and fixtures and fittings the rate of depreciation is 25% straight line.

TAXATION

As Elmore Community Services is a registered charity, its income and capital gains are generally exempt from tax if applied for charitable purposes.

CONTRIBUTIONS TO PENSION SCHEMES

The pension costs charged against profits represent the amount of the contributions payable to the scheme in respect of the accounting period.

ELMORE COMMUNITY SERVICES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008

1	DONATIONS	Restricted 2008	Unrestricted 2008	Total 2008	Total 2007
	Sleep-out	-	-	-	1,250
	Street Smart	-	-	-	2,000
	Oxford Poverty Action Trust	-	2,000	2,000	1,720
	St Michael's and All Saints Charities	-	3,000	3,000	3,000
	Oxford Friends Action Against Poverty	-	-	-	150
	Other	-	50	50	-
		<u>-</u>	<u>5,050</u>	<u>5,050</u>	<u>8,120</u>
2	GRANTS	Restricted 2008	Unrestricted 2008	Total 2008	Total 2007
	Oxfordshire Primary Care Trust	7,436	120,284	127,720	39,742
	Oxfordshire County Council:				
	Supporting People	-	78,631	78,631	75,901
	Social and Healthcare	-	-	-	78,176
	Learning Disability	-	3,784	3,784	3,710
	Oxford City Council:				
	Rough Sleepers	-	37,768	37,768	36,766
	Prison Post	-	-	-	4,000
	ASBO	20,000	-	20,000	-
	Annual Grant	-	41,200	41,200	41,200
	Thames Valley Probation Service	-	21,000	21,000	21,000
	Shelter	-	-	-	2,000
	Student Placements and Training	-	2,800	2,800	4,700
	Awards for All	-	-	-	4,000
	Video Project	-	-	-	600
	Tudor Trust	70,000	-	70,000	-
	Lloyds TSB Foundation for England and Wales	-	-	-	39,594
		<u>97,436</u>	<u>305,467</u>	<u>402,903</u>	<u>351,389</u>
3	COSTS OF GENERATING VOLUNTARY INCOME	Restricted 2008	Unrestricted 2008	Total 2008	Total 2007
	Staff costs	<u>-</u>	<u>8,813</u>	<u>8,813</u>	<u>-</u>

ELMORE COMMUNITY SERVICES

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008 (continued)**

4	CHARITABLE ACTIVITIES	Restricted 2008	Unrestricted 2008	Total 2008	Total 2007
	Provision of community services				
	Team leader and multiple needs workers	43,647	182,058	225,705	195,144
	Client welfare support	8,649	-	8,649	3,188
	Consultancy/mentoring	6,445	-	6,445	2,342
	Staff, training and recruitment	16,000	53,979	69,979	58,894
	Rent, rates, heating, lighting and cleaning	3,809	16,584	20,393	19,991
	Other office costs	13,495	20,995	34,490	37,002
	Depreciation	879	3,830	4,709	1,802
		<u>92,924</u>	<u>277,446</u>	<u>370,370</u>	<u>318,363</u>
5	GOVERNANCE COSTS	Restricted 2008	Unrestricted 2008	Total 2008	Total 2007
	Management and administrative support	-	13,322	13,322	1,926
	Accounting and payroll services	-	3,117	3,117	576
	Insurance	-	2,478	2,478	2,430
	Audit, accountancy and professional fees	-	2,997	2,997	2,315
		<u>-</u>	<u>21,914</u>	<u>21,914</u>	<u>7,247</u>
6	ANALYSIS OF RESOURCES EXPENDED	Staff Costs	Other	Total 2008	Total 2007
	Charitable activities	272,810	97,560	370,370	318,363
	Governance costs	13,322	8,592	21,914	7,247
	Costs of generating voluntary income	8,813	-	8,813	-
		<u>294,945</u>	<u>106,152</u>	<u>401,097</u>	<u>325,610</u>
	Total resources expended include:			2008	2007
	Auditors remuneration			£ 2,467	£ 1,821
	Pension costs			<u>20,925</u>	<u>20,895</u>

ELMORE COMMUNITY SERVICES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

7	EMPLOYEES	Total 2008	Total 2007
	Staff costs during the year were as follows:		
	Salaries and wages	253,388	209,119
	Social security costs	20,632	15,470
	Pension costs	<u>20,925</u>	<u>20,895</u>
		<u>294,945</u>	<u>245,484</u>
	The average weekly number of full-time equivalent employees was:		
	Manager	1.0	1.0
	Team leader	1.3	1.0
	Multiple needs workers	8.2	5.2
	Secretarial and admin support	1.2	1.0
	User involvement co-ordinator	<u>0.1</u>	<u>0.1</u>
		<u>11.8</u>	<u>8.3</u>

No employee earned more than £60,000 per annum in the current or preceding period.

During the year one trustee was reimbursed for expenses to the value of £80.60 (2007: £Nil).

No trustee received any remuneration during the year (2007: £Nil).

8	FIXED ASSETS	Computer Equipment	Fixtures & Fittings	Total
	Cost			
	At 1 April 2007	14,598	4,240	18,838
	Additions	-	-	-
	Disposals	<u>-</u>	<u>-</u>	<u>-</u>
	At 31 March 2008	<u>14,598</u>	<u>4,240</u>	<u>18,838</u>
	Depreciation			
	At 1 April 2007	5,440	2,120	7,560
	Charge for year	3,649	1,060	4,709
	On disposals	<u>-</u>	<u>-</u>	<u>-</u>
	At 31 March 2008	<u>9,089</u>	<u>3,180</u>	<u>12,269</u>
	Net book value			
	At 31 March 2008	<u>5,509</u>	<u>1,060</u>	<u>6,569</u>
	At 31 March 2007	<u>9,158</u>	<u>2,120</u>	<u>11,278</u>

ELMORE COMMUNITY SERVICES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

9	DEBTORS			2008 £	2007 £
	Prepayments			1,302	1,302
	Treasury deposit interest			<u>-</u>	<u>824</u>
				<u>1,302</u>	<u>2,126</u>
10	CREDITORS			2008 £	2007 £
	Trade creditors			-	6,154
	Accruals			11,121	1,821
	Taxation and social security			6,948	4,312
	Receipts in advance			7,436	3,000
	Other creditors			<u>3,770</u>	<u>-</u>
				<u>29,275</u>	<u>15,287</u>
11	RECEIPTS IN ADVANCE	1 April 2007 £	Released £	Received £	31 March 2008 £
	Cherwell PCT	-	-	7,436	7,436
	St Michael's and All Saints Charities	<u>3,000</u>	<u>3,000</u>	<u>-</u>	<u>-</u>
		<u>3,000</u>	<u>3,000</u>	<u>7,436</u>	<u>7,436</u>
12	ANALYSIS OF NET ASSETS BETWEEN FUNDS		Restricted Funds £	Unrestricted Funds £	Total £
	Fund balances at 31 March 2008 are represented by:				
	Fixed assets		4,165	6,569	10,734
	Current assets		60,191	299,027	359,218
	Current liabilities		<u>(7,436)</u>	<u>(21,839)</u>	<u>(29,275)</u>
			<u>56,920</u>	<u>283,757</u>	<u>340,677</u>

ELMORE COMMUNITY SERVICES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008 (continued)

13 FUND MOVEMENTS

	Opening Balances £	Incoming Resources £	Resources Expended £	Funds Transfers £	Closing Balances £
Restricted Funds					
Welfare account	8,649	-	(8,649)	-	-
Lloyds TSB Foundation for England and Wales	39,594	-	(30,888)	-	8,706
Anti-Social behaviour	-	90,000	(46,120)	-	43,880
Client involvement	-	7,436	(7,267)	-	169
Unrestricted Funds					
General reserve	<u>267,463</u>	<u>324,467</u>	<u>(308,173)</u>	-	<u>283,757</u>
Total Funds	<u>315,706</u>	<u>421,903</u>	<u>(401,097)</u>	-	<u>336,512</u>

The funds of the charity comprise restricted funds and unrestricted funds.

The restricted funds are those where the donor has imposed restrictions on the income of the funds.

Lloyds TSB Foundation for England and Wales has provided a grant in the previous year towards working with ex-prisoners with multiple needs.

The unrestricted funds consist of a freely available general reserve.