

Company registration number 2235061
Charity registration number 700335

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

(A company limited by guarantee)

Annual Report and Financial Statements
for the Year Ended 31 December 2009

Thomas Associates
Chartered Accountants
First Floor
5 Union Court
Liverpool

L2 4SJ

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Compass (Counselling on Merseyside - Pastoral and Supporting Service)

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Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Reference and Administrative Details

Charity name	Compass (Counselling on Merseyside - Pastoral and Supporting Service)
Charity registration number	700335
Company registration number	2235061
Principal office	25 Hope Street Liverpool L1 9BQ
Registered office	25 Hope Street Liverpool L1 9BQ
Trustees	Kenneth Allen Neville Black Veronica Colam (resigned 30 November 2009) Robert Dickinson Jeffrey Engel (resigned 19 March 2009) Mary Evans Ivan Ford (appointed as trustee 19 March 2009) Maureen Lewis Martyn Newman Kathleen Roche Eric Smith
Accountant	Thomas Associates First Floor 5 Union Court Liverpool L2 4SJ

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Trustees' Report

Risk review

The Management Committee has conducted its own review of the major risks to which the Charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charitable Company. These procedures are periodically reviewed to ensure that they still meet the needs of the Charity.

Policies

The Charity seeks to provide counselling to anyone in need of this service at no charge. The secondary objective is to provide training courses for counsellors. Details of the objectives and the results of the Charity's endeavours for the year are shown in detail in the printed Annual Report, which forms part of this Annual Report and Accounts.

Organisation

Overall responsibility for the direction of the Charity rests with the Council of Management. A Director and staff are employed to carry out the day-to-day functions of the Charity. The Charity operates an Equal Opportunities Policy in connection with the appointment and employment of staff.

The Charity operates from the Registered Address at 25 Hope Street, Liverpool. The charity also operated a small branch without any formal address in Vale Royal. The Vale Royal branch maintained independent financial records which consist of small donations made to the branch, less small amounts of operating expenses (petty cash). In November 2009 the Vale Royal branch was closed and the net assets of £2,320.19 were transferred to the Liverpool office.


Investments

The value of investments at the end of 2009 was £311,530 (£300,495 – 2008). During 2009 shares with a cost of £60,340 were sold realising a gain of £278. The proceeds were used to finance the operating activities of the charity.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Approved by the Board on 24 May 2010 and signed on its behalf by



Eric Smith
Trustee

**Independent Examiner's Report to the Trustees of
Compass (Counselling on Merseyside - Pastoral and Supporting Service)**

I report on the accounts of the company for the year ended 31 December 2009, which are set out on pages 4 to 12

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) 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 of the 1993 Act,
- follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- state whether particular matters have come to my attention

Basis of 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 statement 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 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave 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



Thomas Associates
Chartered Accountants

24 May 2010

First Floor
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Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Statement of financial activities (including income and expenditure account and statement of total recognised gains and losses) for the Year Ended 31 December 2009

		Unrestricted Funds	Total Funds 2009	Total Funds 2008
	Note	£	£	£
Incoming resources				
Incoming resources from generated funds				
Voluntary income	2	17,015	17,015	27,184
Investment income	3	18,557	18,557	19,011
Incoming resources from charitable activities	4	41,109	41,109	100,790
Other incoming resources	5	2,232	2,232	1,518
Total incoming resources		<u>78,913</u>	<u>78,913</u>	<u>148,503</u>
Resources expended				
Costs of generating funds				
Costs of generating voluntary income	6	15,875	15,875	12,656
Investment management costs	6	-	-	58,133
Charitable activities	6	54,593	54,593	93,695
Governance costs	6	56,596	56,596	36,414
Total resources expended		<u>127,064</u>	<u>127,064</u>	<u>200,898</u>
Net expenditure before other recognised gains and losses		(48,151)	(48,151)	(52,395)
Other recognised gains/losses				
Gains/(losses) on investment assets		<u>71,375</u>	<u>71,375</u>	<u>(22,997)</u>
Net movements in funds		23,224	23,224	(75,392)
Reconciliation of funds				
Total funds brought forward		<u>319,485</u>	<u>319,485</u>	<u>371,881</u>
Total funds carried forward		<u>342,709</u>	<u>342,709</u>	<u>296,489</u>

The notes on pages 6 to 12 form an integral part of these financial statements

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Balance Sheet as at 31 December 2009

		2009		2008	
	Note	£	£	£	£
Fixed assets					
Investments	11		311,531		300,495
Current assets					
Debtors	12	675		2,425	
Cash at bank and in hand		12,276		12,127	
		<u>12,951</u>		<u>14,552</u>	
Creditors: Amounts falling due within one year	13	<u>(9,698)</u>		<u>(23,488)</u>	
Net current assets/(liabilities)			<u>3,253</u>		<u>(8,936)</u>
Net assets			<u>314,784</u>		<u>291,559</u>
The funds of the charity:					
Unrestricted funds					
Revaluation reserve			43,448		(27,926)
Unrestricted income funds			271,335		319,485
Total unrestricted funds			<u>314,783</u>		<u>291,559</u>
Total charity funds			<u>314,783</u>		<u>291,559</u>

For the financial year ended 31 December 2009, the charity was entitled to exemption from audit under section 477(1) of the Companies Act 2006, and no notice has been deposited under section 476(1) requesting an audit. The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the year and of its income and expenditure for the financial year in accordance with the requirements of section 394 and which otherwise comply with the Companies Act 2006, so far as applicable to the charity

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the Board on 24 May 2010 and signed on its behalf by



Eric Smith
Trustee

The notes on pages 6 to 12 form an integral part of these financial statements.

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Notes to the Financial Statements for the Year Ended 31 December 2009

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets, and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity

Further details of each fund are disclosed in note 15

Incoming resources

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability

Investment income is recognised on a receivable basis

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category

Costs of generating funds comprise the costs associated with attracting voluntary income and investment management fees

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage

Compass (Counselling on Merseyside - Pastoral and Supporting Service)
Notes to the Financial Statements for the Year Ended 31 December 2009

continued

Investments

Fixed asset investments are included at market value at the balance sheet date

Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Notes to the Financial Statements for the Year Ended 31 December 2009

continued

2 Voluntary income

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Donations and legacies			
Appeals and donations	17,015	17,015	27,184

3 Investment income

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Income from other unlisted investments	18,274	18,274	18,440
Interest on cash deposits	5	5	571
(Gain)/loss on programme related investments	278	278	-
	<u>18,557</u>	<u>18,557</u>	<u>19,011</u>

4 Incoming resources from charitable activities

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Charitable activity			
Primary purpose trading	38,695	38,695	51,021
Grants receivable	2,414	2,414	49,769
	<u>41,109</u>	<u>41,109</u>	<u>100,790</u>

5 Other incoming resources

	Unrestricted Funds £	Total Funds 2009 £	Total Funds 2008 £
Other income			
Other income	2,133	2,133	1,518
Interest on cash deposits	99	99	-
	<u>2,232</u>	<u>2,232</u>	<u>1,518</u>

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Notes to the Financial Statements for the Year Ended 31 December 2009

continued

6 Total resources expended

	Donations and legacies	Charitable activity	Governance	Total
	£	£	£	£
Direct costs				
Publicity costs	711	-	-	711
Employment costs	-	43,813	-	43,813
Other direct costs	-	1,574	-	1,574
Establishment costs	-	4,008	-	4,008
Accountancy fees	-	-	920	920
	<u>711</u>	<u>49,395</u>	<u>920</u>	<u>51,026</u>
Support costs				
Employment costs	8,941	210	42,921	52,072
Establishment costs	5,337	-	3,671	9,008
Repairs and maintenance	90	214	393	697
Office expenses	419	-	2,012	2,431
Printing, posting and stationery	377	-	1,812	2,189
Equipment hire	-	1,017	-	1,017
Sundry and other costs	-	-	1,180	1,180
Cleaning	-	-	24	24
Travel and subsistence	-	3,757	-	3,757
Accountancy fees	-	-	3,600	3,600
Bank charges	-	-	60	60
Interest payable	-	-	3	3
	<u>15,164</u>	<u>5,198</u>	<u>55,676</u>	<u>76,038</u>
	<u>15,875</u>	<u>54,593</u>	<u>56,596</u>	<u>127,064</u>

7 Trustees' remuneration and expenses

No trustees received any remuneration during the year

8 Net expenditure

Net expenditure is stated after charging/(crediting)

	2009 £	2008 £
(Profit)/loss on disposal of investments	<u>(278)</u>	<u>57,549</u>

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Notes to the Financial Statements for the Year Ended 31 December 2009

continued

9 Employees' remuneration

The aggregate payroll costs of these persons were as follows

	2009 £	2008 £
Wages and salaries	<u>69,526</u>	<u>75,621</u>

10 Taxation

The company is a registered charity and is, therefore, exempt from taxation

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Notes to the Financial Statements for the Year Ended 31 December 2009

continued

11 Investments held as fixed assets

	Unlisted investments £
Cost	
As at 1 January 2009	328,422
Revaluation	43,449
Disposals	(60,340)
As at 31 December 2009	<u>311,531</u>
Market value	
As at 31 December 2009	<u>311,531</u>
As at 31 December 2008	<u>328,422</u>
All investment assets were held in the UK	

12 Debtors

	2009 £	2008 £
Trade debtors	<u>675</u>	<u>2,425</u>

13 Creditors Amounts falling due within one year

	2009 £	2008 £
Bank loans and overdrafts	-	970
Trade creditors	7,968	21,043
Taxation and social security	1,213	969
Other creditors	517	506
	<u>9,698</u>	<u>23,488</u>

14 Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding none towards the assets of the charity in the event of liquidation.

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Notes to the Financial Statements for the Year Ended 31 December 2009

continued

15 Analysis of funds

	At 1 January 2009	Incoming resources	Resources expended	Other recognised gains/losses	At 31 December 2009
	£	£	£	£	£
General Funds					
Unrestricted income fund	<u>319,486</u>	<u>78,914</u>	<u>(127,064)</u>	<u>71,375</u>	<u>342,711</u>

16 Net assets by fund

	Unrestricted Funds	Total Funds 2009	Total Funds 2008
	£	£	£
Investments	311,531	311,531	300,495
Current assets	12,951	12,951	14,552
Creditors Amounts falling due within one year	<u>(9,698)</u>	<u>(9,698)</u>	<u>(23,488)</u>
Net assets	<u>314,784</u>	<u>314,784</u>	<u>291,559</u>

Compass (Counselling on Merseyside - Pastoral and Supporting Service)

Statement of financial activities by fund Year Ended 31 December 2009

	Unrestricted income fund 2009	Unrestricted income fund 2008
	£	£
Incoming resources		
Incoming resources from generated funds		
Voluntary income	17,015	27,184
Investment income	18,557	19,011
Incoming resources from charitable activities	41,109	100,790
Other incoming resources	2,232	1,517
Total incoming resources	<u>78,913</u>	<u>148,502</u>
Resources expended		
Costs of generating funds		
Costs of generating voluntary income	15,875	12,656
Investment management costs	-	58,133
Charitable activities	54,593	93,695
Governance costs	56,596	36,414
Total resources expended	<u>127,064</u>	<u>200,898</u>
Net expenditure	<u>48,151</u>	<u>52,396</u>
Reconciliation of funds		
Total funds brought forward	319,486	371,881
Total funds carried forward	<u>342,710</u>	<u>296,488</u>

This page does not form part of the statutory financial statements