

REGISTERED COMPANY NUMBER: 3773810 (England and Wales)
REGISTERED CHARITY NUMBER: 1076830

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS For The Year Ended
31 December 2009
FOR
WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

Fairhurst
Chartered Accountants
Douglas Bank House
Wigan Lane
Wigan
Lancashire
WN1 2TB

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

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for the Year Ended 31 December 2009**

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**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2009**

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 December 2009. 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

3773810 (England and Wales)

Registered Charity number

1076830

Registered office

St Catharine's Vicarge
Catherine Terrace
Scholes
Wigan
Lancashire
WN1 3JW

Trustees

Mrs A Gibson
D J Mills
Rev Fr C Stainton- Pollard
Rev R J Hutchinson

Chairman

Company Secretary

S Parsons

Independent Examiner

Gary Edgerton
FCA
Fairhurst
Chartered Accountants
Douglas Bank House
Wigan Lane
Wigan
Lancashire
WN1 2TB

Bankers

The Royal Bank of Scotland plc
38 Market Place
Wigan
WN1 1PJ

Solicitors

Healds Solicitors
Moot Hall Chambers
8 Wallgate
Wigan
WN1 1JE

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2009**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company, limited by guarantee, incorporated on 20th May 1999 and registered as a charity on 31st July 1999. The company established under a memorandum of association which established the objectives 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 £5.

Recruitment and appointment of new trustees

The trustees who served during the year and since the year end are set out above. Trustees are appointed each year at the annual general meeting.

The trustees meet annually at the annual general meeting and at extra ordinary general meetings as required.

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.

The Trustees have a risk management strategy which comprises:

- An annual review of the risks the charity may face;
- The establishment of systems and procedures to mitigate those risks; and
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

The work has identified only a few minor new risks but it has resulted in better emergency procedures and contingency plans and has given the impetus for better planning.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal activities of the company in the year under review were those of promoting any charitable purpose for the benefit of local families, in particular the relief of poverty through the provision of financial help, information, advice and support. The charity also supports the advancement of education for local families through the provision of guidance, advice, counselling and training with particular emphasis placed on family relationships.

Significant activities

Wigan family welfare offers advocacy and counselling to both adults and children. It provides mental health advocacy, independent mental health advocacy, children advocacy and supports a self advocacy group for people with learning disabilities. The counselling it provides is in a variety of settings from secondary schools to sure start children centres.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This year has been one of the most challenging years to date. The Organisation made the difficult decision to move due to lack of space, negotiated new premises with the Diocese and embarked on a major building re developments. The funding for the redevelopment of St Catharine's Vicarage (now St Catherine's House) was found by the Diocese of Liverpool. The cost of moving, upgrading to a computer mainframe, printing system and telephone system was found by the Board of Trustee from its reserves. The cost of new furniture, carpets and blinds added to the cost carried by Wigan Churches' Association for Family Welfare this financial year.

As the tendering culture has taken hold Wigan Churches' Association for Family Welfare tendered for two existing projects and three new projects. It was successful in 4 out of the 5 applications. However, Projects also ending this year, such as our Sure Start's children's counselling, the IMCA Lead Post and Abram Faire Share counselling in the Abram Ward. The gain of new projects was offset by the loss of old ones, therefore creating at best a balance but no 'real growth'.

This is a difficult time for 3rd sector Organisations and Wigan Churches' Association for Family Welfare is no different with the loss of funding streams and the commitment the Board of Trustees has made to improving the Organisations infrastructure for its future, finances need to be monitored carefully.

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**REPORT OF THE TRUSTEES
for the Year Ended 31 December 2009**

FINANCIAL REVIEW

Reserves policy

The trustees have examined the charity's requirements for reserves and it was agreed that the level of reserves at any time should be enough to cover six months running costs, in order to achieve a controlled exit strategy should the need arise.

FUTURE DEVELOPMENTS

In the new financial year we have already secured £78,000 of new funding. The Board of Trustees will continue to monitor the funding it is entrusted with to do the essential work it does. It will also continue to seek further funding streams to secure the existence of one of the oldest charities in Wigan

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Wigan Churches Association for Family Welfare Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

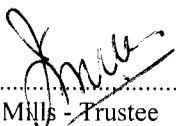
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:


.....
D J Mills - Trustee

Date: 8/6/2010
.....

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

I report on the accounts for the year ended 31 December 2009 set out on pages sixty seven to seventy five.

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 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of FCA.

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
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 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.



Gary Edgerton
FCA
Fairhurst
Chartered Accountants
Douglas Bank House
Wigan Lane
Wigan
Lancashire
WN1 2TB

Date: 8/6/10

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 December 2009**

	Notes	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		11,216	-	11,216	4,305
Activities for generating funds	2	2,198	-	2,198	2,026
Investment income	3	399	-	399	9,556
Incoming resources from charitable activities					
Counselling and sure start		109,220	371,811	481,031	420,995
Other incoming resources		<u>-</u>	<u>-</u>	<u>-</u>	<u>2,543</u>
Total incoming resources		123,033	371,811	494,844	439,425
RESOURCES EXPENDED					
Charitable activities					
Counselling and sure start		135,014	326,056	461,070	386,637
Governance costs		61,454	732	62,186	49,440
Other resources expended		<u>5,579</u>	<u>-</u>	<u>5,579</u>	<u>-</u>
Total resources expended		202,047	326,788	528,835	436,077
NET INCOMING/(OUTGOING) RESOURCES before transfers					
		(79,014)	45,023	(33,991)	3,348
Gross transfers between funds	12	<u>(4,352)</u>	<u>4,352</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		(83,366)	49,375	(33,991)	3,348
RECONCILIATION OF FUNDS					
Total funds brought forward		237,905	117,965	355,870	352,522
TOTAL FUNDS CARRIED FORWARD		<u>154,539</u>	<u>167,340</u>	<u>321,879</u>	<u>355,870</u>

The notes form part of these financial statements

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED REGISTERED COMPANY NUMBER: 3773810 (England and Wales)**

**BALANCE SHEET
At 31 December 2009**

	Notes	2009 £	2008 £
FIXED ASSETS			
Tangible assets	7	45,519	19,240
CURRENT ASSETS			
Debtors	8	34,923	24,765
Cash at bank and in hand		<u>385,066</u>	<u>436,138</u>
		419,989	460,903
CREDITORS			
Amounts falling due within one year	9	(143,629)	(124,273)
NET CURRENT ASSETS		<u>276,360</u>	<u>336,630</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		321,879	355,870
NET ASSETS		<u>321,879</u>	<u>355,870</u>
FUNDS	12		
Unrestricted funds		154,538	237,905
Restricted funds		<u>167,341</u>	<u>117,965</u>
TOTAL FUNDS		<u>321,879</u>	<u>355,870</u>

The notes form part of these financial statements

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**BALANCE SHEET - CONTINUED
At 31 December 2009**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2009.

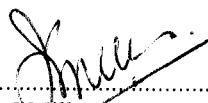
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2009 in accordance with Section 476 of the Companies Act 2006.

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 April 2008).

The financial statements were approved by the Board of Trustees on 8/6/2010 and were signed on its behalf by:


.....
D J Mills - Trustee

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 December 2009**

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 company is entitled to the income and the amount can be quantified with reasonable accuracy.

Income from charitable activities is recognised according to the period to which it relates.

Income from activities to generate funds is recognised as earned.

Investment income is recognised on a receivable basis.

Donations are recognised upon receipt, unless the donor requests that income be utilised in future accounting periods.

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.

Governance costs

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery etc	- 20% on reducing balance and - 15% on reducing balance
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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.

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2009**

2. ACTIVITIES FOR GENERATING FUNDS

	2009	2008
	£	£
Special efforts	<u>2,198</u>	<u>2,026</u>

3. INVESTMENT INCOME

	2009	2008
	£	£
Bank interest receivable	399	9,319
St Margaret's Home	<u>-</u>	<u>237</u>
	<u>399</u>	<u>9,556</u>

4. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2009	2008
	£	£
Depreciation - owned assets	10,026	4,162
Hire of plant and machinery	1,027	1,746
Surplus on disposal of fixed asset	<u>-</u>	<u>(2,543)</u>

Funding is received to enable the charity to provide counselling and advocacy services in the local area.

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2009 nor for the year ended 31 December 2008.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 December 2009 nor for the year ended 31 December 2008.

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2009**

6. STAFF COSTS

	2009	2008
	£	£
Wages and salaries	381,926	309,749
Other pension costs	<u>11,877</u>	<u>8,551</u>
	<u>393,803</u>	<u>318,300</u>

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

	2009	2008
Management and administration	4	4
Counsellors	12	8
Advocates	<u>4</u>	<u>4</u>
	<u>20</u>	<u>16</u>

No employee received a salary in excess of £60,000 during the current or preceding year.

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2009	26,298	29,671	55,969
Additions	<u>12,844</u>	<u>23,461</u>	<u>36,305</u>
At 31 December 2009	<u>39,142</u>	<u>53,132</u>	<u>92,274</u>
 DEPRECIATION			
At 1 January 2009	17,480	19,249	36,729
Charge for year	<u>3,249</u>	<u>6,777</u>	<u>10,026</u>
At 31 December 2009	<u>20,729</u>	<u>26,026</u>	<u>46,755</u>
 NET BOOK VALUE			
At 31 December 2009	<u>18,413</u>	<u>27,106</u>	<u>45,519</u>
At 31 December 2008	<u>8,818</u>	<u>10,422</u>	<u>19,240</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009	2008
	£	£
Trade debtors	29,156	22,111
Other debtors	<u>5,767</u>	<u>2,654</u>
	<u>34,923</u>	<u>24,765</u>

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2009**

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009	2008
	£	£
Bank loans and overdrafts	1,233	18,704
Deferred income	124,415	96,039
Accrued expenses	<u>17,981</u>	<u>9,530</u>
	<u>143,629</u>	<u>124,273</u>

10. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2009	2008
	£	£
Expiring:		
Between one and five years	-	1,118
In more than five years	<u>6,000</u>	<u>-</u>
	<u>6,000</u>	<u>1,118</u>

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
Fixed assets	45,013	506	45,519	19,240
Current assets	163,713	256,276	419,989	460,903
Current liabilities	<u>(54,188)</u>	<u>(89,441)</u>	<u>(143,629)</u>	<u>(124,273)</u>
	<u>154,538</u>	<u>167,341</u>	<u>321,879</u>	<u>355,870</u>

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2009**

12. MOVEMENT IN FUNDS

	At 1/1/09 £	Net movement in funds £	Transfers between funds £	At 31/12/09 £
Unrestricted funds				
Child Advocacy	26,947	12,331	-	39,278
Wigan MBC SLA	19,847	9,480	-	29,327
Behavioural Support	18,789	(7,200)	-	11,589
Core Funds	166,263	(93,626)	(4,352)	68,285
Learning Disability	<u>6,059</u>	<u>-</u>	<u>-</u>	<u>6,059</u>
	237,905	(79,015)	(4,352)	154,538
Restricted funds				
Sure Start Hindley	600	(730)	130	-
Sure Start Platt Bridge	-	(4,222)	4,222	-
Wigan MBC Advocacy	22,114	(3,281)	-	18,833
Schools Counselling Fairshare	64,671	32,880	-	97,551
	4,789	618	-	5,407
IMCA Funds	5,841	(3,837)	-	2,004
Learning Disability	11,593	(11,127)	-	466
Mental Health Advocacy	8,357	7,522	-	15,879
IMHA Funds	-	24,715	-	24,715
Post Natal	<u>-</u>	<u>2,486</u>	<u>-</u>	<u>2,486</u>
	117,965	45,024	4,352	167,341
	<u>117,965</u>	<u>45,024</u>	<u>4,352</u>	<u>167,341</u>
TOTAL FUNDS	<u>355,870</u>	<u>(33,991)</u>	<u>-</u>	<u>321,879</u>

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 December 2009**

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Core Funds	68,721	(162,347)	(93,626)
Child Advocacy	33,020	(20,689)	12,331
Wigan MBC SLA	21,292	(11,812)	9,480
Behavioural Support	<u>-</u>	<u>(7,200)</u>	<u>(7,200)</u>
	123,033	(202,048)	(79,015)
Restricted funds			
Wigan MBC Advocacy	32,041	(35,322)	(3,281)
Schools Counselling	122,078	(89,198)	32,880
IMCA Funds	69,752	(73,589)	(3,837)
Mental Health Advocacy	29,084	(21,562)	7,522
Sure Start Hindley	15,323	(16,053)	(730)
Sure Start Platt Bridge	34,523	(38,745)	(4,222)
Fairshare	10,110	(9,492)	618
Learning Disability	20,577	(31,704)	(11,127)
IMHA Funds	34,139	(9,424)	24,715
Post Natal	<u>4,184</u>	<u>(1,698)</u>	<u>2,486</u>
	371,811	(326,787)	45,024
	<u>494,844</u>	<u>(528,835)</u>	<u>(33,991)</u>
TOTAL FUNDS			

Funding is received from various sources, but predominantly from Wigan BC, Sure Start and Local Schools, to enable the charity to provide counselling and advocacy in the local area.

Transfers between funds

£130 (2008: NIL) has been transferred from the Core fund to Sure Start and £4,222 (2008: £NIL) has also been transferred from the core fund to Sure Start Platt Bridge to cover wages on these projects

£NIL (2008: £8185) has been transferred from Schools Counselling to Sure Start Platt Bridge to cover wages for Sure Start staff working on Schools counselling projects.

13. CONTROL

The company is under the control of the trustees.

**WIGAN CHURCHES ASSOCIATION FOR FAMILY
WELFARE LIMITED**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2009**

	2009 £	2008 £
INCOMING RESOURCES		
Voluntary income	10,545	2,755
Donations	671	<u>1,550</u>
Subscriptions	<u>11,216</u>	4,305
Activities for generating funds	2,198	2,026
Special efforts		
Investment income	399	9,319
Bank interest receivable	-	<u>237</u>
St Margaret's Home	<u>399</u>	9,556
Incoming resources from charitable activities	142,379	138,293
Grants	33,020	8,040
Childrens' fund	54,030	78,884
Sure Start	122,081	52,273
Schools counselling	10,110	13,080
Fairshare	69,751	46,535
IMCA	20,577	38,596
Learning disabilities	29,083	<u>45,294</u>
Mental health advocacy		
	<u>481,031</u>	420,995
Other incoming resources	-	<u>2,543</u>
Miscellaneous income		
	<u>494,844</u>	439,425
Total incoming resources		
RESOURCES EXPENDED		
Charitable activities	329,768	269,163
Wages	10,668	4,249
Pensions	35,963	42,301
Counselling fees	10,933	8,081
Training fees	173	201
Discretionary payments	1,076	4,417
Sure Start costs	8,971	<u>100</u>
Advertising		
	<u>397,552</u>	328,512

This page does not form part of the statutory financial statements

