



**Accounts for the year ended 31 March 2009**

Registered Charity No. 1080536. Company Limited by Guarantee. Registered in England No. 3696656.  
Registered office: Westpoint House, 32/34 Albert Street, Fleet, GU51 3RW

## Contents

---

	<b>Page</b>
Legal and Administrative Information	1
Trustees Report	2-7
Independent auditors' report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12-21

## Legal and Administrative Information

---

<b>Trustees</b>	S E Whitaker A M Jarrett Adele Shepherd Mike Tague A J Thompson S Millman	(Resigned June 2008) (Appointed June 2008 and Resigned October 2008) (Appointed December 2008)
<b>Secretary</b>	J Felgate	
<b>Chief Executive</b>	J Felgate	
<b>Charity number</b>	1080536	
<b>Company number</b>	3696656	
<b>Principal address</b>	Westpoint House 32-34 Albert Street Fleet Hampshire GU51 3RW	
<b>Registered Office</b>	Westpoint House 32-34 Albert Street Fleet Hampshire GU51 3RW	
<b>Auditors</b>	Tenon Audit Limited Clifton House Bunnian Place Basingstoke Hampshire RG21 7JE	
<b>Accountants</b>	JS2 Limited One Crown Square Woking Surrey GU21 6HR	
<b>Bankers</b>	NatWest Bank plc 116 Guildford Street Chertsey Surrey KT16 9AJ	

## Trustees report

For the year ended 31 March 2009

---

The trustees present their report and financial statements for the year ended 31 March 2009.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, applicable law, the Companies Act 1985 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

### Structure, governance and management

The company was established under a memorandum of association which sets out the objects and powers of the charitable company and it is governed under its articles of association.

The trustees, who are also the directors for the purpose of company law, who served during the year, were:

S E Whitaker

S Millman

A J Thompson

A M Jarrett

(Resigned June 2008)

Adele Shepherd

(Appointed June 2008 and Resigned October 2008)

Mike Tague

(Appointed December 2008)

The appointment of trustees is in accordance with the charity's articles of association, whereby each member has the right to appoint and remove a trustee and to appoint and remove an alternate.

Honorary positions are as follows:

S E Whitaker      Chair

A M Jarrett      Honorary Treasurer (Resigned June 2008)

A J Thompson      Honorary Treasurer (Appointed October 2008)

None of the trustees has any beneficial interest in the company.

Childlife provides both a job description and a code of conduct for trustees to ensure that the duties and responsibilities of being a trustee are clearly understood. In addition, it has specialist job descriptions for both the Chair of Trustees and Honorary Treasurer. These are provided to all new trustees as part of their induction information.

New trustees are encouraged to meet with the Chief Executive Officer and staff members and other trustees within the first few months of appointment.

Training for trustees is provided if required.

## Trustees report (continued)

For the year ended 31 March 2009

---

### **BACKGROUND**

The idea for Childlife, a consortium of children's charities allowing its member charities to fundraise collectively, was first thought of in 1992. Its first donor was recruited in July 1993. Childlife became a company limited by guarantee in 1999 and a registered charity in 2000.

#### **Member charities of Childlife:**

Acorns Children's Hospice

Ataxia UK

National Children's Bureau

The National Deaf Children's Society

The Board of Trustees which has four members, one from each member charity, administers the charity and meets quarterly. A Chief Executive Officer is appointed by the trustees to manage the day to day operations of the charity. To facilitate effective operations, the Chief Executive Officer has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment, fundraising and charitable activities.

Donations received by Childlife are distributed every three months to these charities and hundreds of thousands of pounds are raised each year to support their important work with children and young people.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Childlife's Board of Trustees is legally required to minimise any risk to the charity. The trustees have developed a risk management strategy which involves a regular review of the key risks faced by the charity and the establishment of systems and procedures to address these potential risks and to minimise both the likelihood of these risks occurring and their impact should they materialise.

### **OBJECTIVES AND ACTIVITIES**

The objects of Childlife are *to promote the relief of children who are in need, by enabling the member charities to meet their respective charitable purposes, through the provision of grant payments.*

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing Childlife's achievements and performance.

Childlife carries out the object of improving the lives of children and young people through the work of its member charities by supporting the member charities in providing a strong income source in the short, medium and long term future, and this has continued to be the focus in 2008-9. To enable Childlife to achieve its aim, it has continued its fundraising programmes in payroll giving and face to face fundraising and also has continued to invest in a variety of fundraising activities, in particular telephone programmes to convert cash donors to regular giving and re-activate lapsed regular donors.

## Trustees report (continued)

For the year ended 31 March 2009

---

The surplus of net incoming resources after allowing for promotional and support costs for member charities and governance costs is distributed equally and on a quarterly basis to its four member charities as grants.

### ACHIEVEMENTS AND PERFORMANCE

#### *Review of 2008/09*

The beneficiaries of Childlife's work are the children, young people and their families throughout the UK who have received support and advice or will benefit from research undertaken by the four member charities through the grant payment to them from Childlife. In 2008/09 Childlife gave a total of £700,000 to the member charities. This enabled the four member charities to achieve the following:

#### **Acorns Children's Hospice**

Acorns Children's Hospice currently cares for over 600 life limited children and their families from across the West Midlands and the Three Counties of Worcestershire, Herefordshire and Gloucestershire. Acorns offers a network of care services through its three hospices in Birmingham, Worcester and Walsall, supporting the whole family, 24-hours a day, seven days a week be it through our Community Team or our hospices. It costs Acorns £4,500 per day per hospice, to provide these services free of charge to families. As Acorns receives very little of its funding from the government it relies almost entirely on community donations. Last financial year, Childlife donated £175,000 to Acorns which helped Acorns to provide urgent care for 10 life limited children and their families for 38 days.

#### **Ataxia UK**

Ataxia UK is a national charity for people affected by ataxia. Ataxia means 'lack of order', because it gradually makes you lose control of your body. People with ataxia have problems with balance, speech, and co-ordination. Ataxia is progressive, meaning it gets worse with time, and there is currently no cure.

Thanks to the support of Childlife, Ataxia UK is able to continue world-class research into Friedreich's ataxia, the most common ataxia affecting children and young people. One of our most recent projects looked at treating Friedreich's ataxia patients with a combination of Vitamin E and CoenzymeQ10, antioxidants which can reduce damage to cells, and this has led to promising results for this treatment. Much research funding has also been directed to studying drugs that are able to switch the gene which causes Friedreich's ataxia back on. These efforts are bringing us closer to the exciting prospect of trialling such drugs in patients.

Ataxia UK's vision is a world without ataxia and we are committed to supporting research into treatments and a possible cure.

## Trustees report (continued)

For the year ended 31 March 2009

---

### **National Children's Bureau (NCB)**

NCB's mission is to advance the well-being of all children and young people across every aspect of their lives. As a membership and infrastructure agency, participation and partnership is at the heart of everything NCB do and they provide essential information on policy, research and best practice across the sector as a whole.

Always working from an evidence-informed perspective and whether influencing policy, practice and service developments or undertaking high-quality research, NCB works collaboratively always aiming to ensure the best possible outcomes for all.

The funding NCB receives from Childlife enables them to undertake a range of activities and progress new areas of work such as transport issues, healthy eating and positive images, which are of concern to young people today.

### **National Deaf Children's Society (NDCS)**

NDCS is the national charity dedicated for creating a world without barriers for deaf children and young people. They represent the interests and campaign for the rights of all deaf children and young people from birth until they reach independence. NDCS believes that the family is the most important influence on a deaf child's development. Grants from Childlife in 2008/09 helped to expand NDCS vital support services such as family weekends for parents with newly diagnosed deaf children, as well as supporting deaf children and young people themselves by helping to increase the number and variety of activity weeks and confidence building events that NDCS ran in the year.

### ***Review of 2008/09 Objectives***

Childlife's fundraising activities balance the need to provide a stable income stream in the short-term while testing and developing new fundraising techniques each year to future growth in income for the member charities. This year, Childlife has continued its investment in the recruitment of regular donors committed givers and in the collaborative fundraising as part of the Smile a Minute and Friends at Work payroll giving consortia. Ongoing programmes continue to successfully upgrade existing donors and reactivate lapsed donors.

**Target:** To improve the lives of children and young people by supporting and promoting the work of the four member charities.

**Achievement:** Childlife gave grants totalling £700,000 to member charities in 2008/09. This enabled the member charities to fund a wide range of programmes from research to support services, which have directly benefitted children and young people throughout the UK.

**Target:** To provide a stable income stream for the four member charities

**Achievement:** The Childlife grant for 2008/09 was possible due to undertaking a variety of fundraising programmes both to recruit new regular donors as well as re-activating and retaining existing donors.

## Trustees report (continued)

For the year ended 31 March 2009

---

**Target:** To continue to promote the work of the four member charities to Childlife supporters.

**Achievement:** Supporters of Childlife received newsletters and additional communications featuring the work of each member charity as well as case studies of individual children, young people and their families, who had benefitted from the services of the member charities.

**Target:** To facilitate and enhance the partnership between the four member charities.

**Achievement:** As well as meeting at the quarterly trustee meetings, there is regular communication via the Chief Executive between the four member charities. This includes sharing results and best practice.

### 2009/10 Objectives

- To improve the lives of children and young people throughout the UK by supporting and promoting the work of the four member charities
- To provide a stable income stream for the four member charities
- To continue to promote the work of the four member charities to Childlife supporters
- To facilitate and enhance the partnership between the four member charities

### **FINANCIAL REVIEW**

Childlife has continued throughout the year to promote the relief of children in need, in accordance with its objects, and all of its fundraising activities remain dedicated to this purpose.

Its primary funding sources remain payroll giving and face-to-face committed giving and the charity's continued investment in both programmes provides a stable and sustainable income. The charity is a member of the payroll consortia, Smile a Minute and Friends at Work, raising money through payroll giving for a group of charities.

Childlife has maintained the level of grant payments to the four member charities as in the previous year.

The Board of Trustees conducts annual reviews of the appropriate level of unrestricted reserves. The purpose of this reserve is to provide stability for Childlife to ensure that it is able to honour existing contractual obligations, to cover unforeseen events beyond the organisation's control and to be able to continue its operations in the unlikely event of a significant fluctuation in expenditure and income.

A decision was taken by the trustees at the beginning of the year to continue the grant payments at the same level as 2007/08 by drawing upon the reserves of the charity which at the end of 2007/08 stood at £292,949 providing more than the three months operating costs as required by the reserves policy. However, due to a fall in fundraising income in 2008/09 caused by a decrease in payroll and direct debit donors the reserves have decreased more than anticipated. Following a mid-year review by the trustees, it was decided that the fundraising programme to recruit new regular donors should be increased, as to not do so would have a detrimental impact on future income. This meant that the level of reserves would drop below the reserves policy in the second half of the financial year 2008/09. This was considered by

## Trustees report (continued)

For the year ended 31 March 2009

---

the trustees but due to the type of fundraising and overheads of Childlife, as well as the forecast of reserves meeting the policy again in 2009/10, it was agreed that the reserves policy would not be met for 2008/09.

It is the policy of Childlife to have general reserves amounting to three months operating costs. Based on next year's budget, the cash reserves are set at £92,000. The undistributed total funds balance at 31st March 2009 was £29,953 and as such is below the reserves policy. The plan for 2009/10 is to move towards the policy of three months reserves at year end.

The general reserves shall be retained in bank and cash and invested within the funds held on all bank accounts.

Childlife has powers under its Memorandum of Association to invest the funds of the charity not required for immediate working purposes in such manner as may be thought fit. The objective of Childlife's investment is to maximise interest generation while minimising risk to both company and member charities.

It achieves this by transferring funds between a current and a COIF Charities Deposit Fund held by CCLA. Income is required to be readily accessible in order to honour grant payment commitments to the four member charities and ongoing contractual income generating activities.

### **TRUSTEE'S RESPONSIBILITIES**

The trustees are responsible for preparing the Annual Report and the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its net income and expenditure for the year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## Trustees report (continued)

For the year ended 31 March 2009

---

### **Disclosure of information to auditors**

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

### **Auditors**

Tenon Audit Ltd were re-appointed as auditors of Childlife at the AGM in September 2008.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

On behalf of the Board of Trustees



**S E Whitaker**

Trustee

4<sup>th</sup> June 2009

# Statement of financial activities Incorporating the income and expenditure account

For the year ended 31 March 2009

---

We have audited the financial statements of Childlife for the year ended 31 March 2009 which comprise the statement of financial activities, the balance sheet, and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

## **Respective responsibilities of trustees and auditors**

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

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK & 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 Charitable Company 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 opinion**

We conducted our audit in accordance with International Standards on Auditing (UK & 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 Charitable Company'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 the UK GAAP, of the state of the Charitable Company's state of affairs as at 31 December 2008 and of its incoming resources and application of resources, including the income and expenditure of the Charitable Company for the year then ended; and
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information provided in the Trustees' Annual Report is consistent with the financial statements.

*Tenon Audit Limited*

Tenon Audit Limited  
Registered Auditor  
Clifton House  
Bunnian Place  
Basingstoke  
Hampshire

## Profit and loss account (continued)

For the year ended year ended 31 March

	Notes	Total 2009 £	Total 2008 £
<b>Incoming resources</b>			
<b>Incoming resources from generated funds</b>			
<i>Voluntary income</i>			
Donations	2	1,048,181	1,199,179
<i>Activities for generating funds</i>			
Trading income	3	5,790	3,960
Investment income	4	13,083	15,164
<b>Total incoming resources</b>		<u>1,067,054</u>	<u>1,218,303</u>
<b>Resources expended</b>			
<b>Cost of generating funds</b>			
Cost of generating voluntary income	5	585,356	419,825
Fundraising trading: costs of good sold	5	2,295	3,143
		<u>587,651</u>	<u>422,968</u>
<b>Net incoming resources available</b>		<u>479,403</u>	<u>795,335</u>
<b>Charitable activities</b>			
Promotion and support of member charities	5	730,547	738,315
<b>Governance costs</b>	5	<u>18,242</u>	<u>17,910</u>
<b>Total resources expended</b>		<u>1,336,440</u>	<u>1,179,193</u>
<b>Net (outgoing) / incoming resources before transfers</b>		(269,386)	39,110
Gross transfers between funds			
<b>Net income for the year/Net movement in funds</b>		<u>(269,386)</u>	<u>39,110</u>
Fund balance at 1 April 2008		<u>294,949</u>	<u>255,839</u>
<b>Fund balance at 31 March 2009</b>		<u>25,563</u>	<u>294,949</u>

All of the above results derive from continuing activities and are unrestricted. There are no gains and losses other than those disclosed above. The accompanying notes form an integral part of these financial statements.

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.

Balance sheet  
As at 31 March 2009

	Notes	2009 £	2008 £
<b>Fixed assets</b>			
Tangible assets	12	7,932	3,197
<b>Current assets</b>			
Debtors	13	25,730	31,005
Cash at bank and in hand		66,581	303,626
		<u>92,311</u>	<u>334,631</u>
<b>Creditors:</b> amounts falling due within one year	14	<u>(74,680)</u>	<u>(42,879)</u>
<b>Net current (liabilities)/assets</b>		<u>17,631</u>	<u>291,752</u>
<b>Total Net assets</b>		<u>25,563</u>	<u>294,949</u>
<b>Represented by</b>			
<b>Income Funds</b>			
<i>Unrestricted funds:</i>			
Other charitable funds	16	25,563	294,949
		<u>25,563</u>	<u>294,949</u>
<b>Total charity funds</b>		<u>25,563</u>	<u>294,949</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

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

The accounts on pages 10 to 22 were approved by the Board on 4<sup>th</sup> June 2009 and signed on its behalf by



S E Whitaker  
Trustee

## Notes to the accounts

For the year ended 31 March 2009

---

### 1 Accounting policies

#### *a) Basis of preparation*

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" (revised 2005), the Financial Reporting Standard for Smaller Entities (effective January 2005) and the Companies Act 1985.

#### *b) Incoming resources*

##### DONATIONS

Voluntary income is received by way of donations and is included in the Statement of Financial Activities when receivable or received. The majority of the donations are received in the form of payroll giving, standing orders and direct debits. The nature of these forms of donation is that they can be cancelled at any time by the donor. In most cases they are therefore recognised upon receipt unless there is a certainty about the amounts receivable and about the period to which they are attributable. Income from gift aid tax recoverable is recognised in the same accounting period that the related donations are recognised.

The value of services provided by volunteers has not been included.

##### DEFERRED INCOME

Any income received by the charity in advance of the due date upon which it becomes receivable is deferred until that due date. Such amounts are not material and arise only incidentally.

#### *c) Resources expended*

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT.

##### COST OF GENERATING VOLUNTARY INCOME

The costs of generating voluntary income includes amounts paid by Childlife during the financial year to third parties to recruit new committed givers for the charity and to undertake various telephone fundraising campaigns. Donors to Childlife choose to donate via payroll giving, via the gift aid scheme or via home money boxes. It is the charity's policy to expense these costs in the period in which they are incurred.

## Notes to the accounts (continued)

For the year ended 31 March 2009

---

### 1 Accounting policies (continued)

#### PROMOTION AND SUPPORT OF MEMBER CHARITIES

This includes the costs of promotion and support to the member charities and the costs of grants payable. The surplus of net incoming resources after allowing for promotional and support costs for member charities and governance costs is distributed equally and on a quarterly basis to its four member charities. A fifth payment may be made annually to the member charities, subject to approval by the trustees, based on surplus reserves determined from the annual financial statements. It is the charity's policy to include fifth payment grants in the period to which they relate.

#### GOVERNANCE COSTS

Governance costs reflect central operating costs excluding direct and apportioned support costs of generating funds and charitable activities.

#### APPORTIONMENT OF SUPPORT COSTS

Costs which are directly attributable to a charitable activity or to the costs of generating voluntary income are allocated directly to those activity cost categories. Items of expenditure which contribute directly to the output of more than one activity cost category are apportioned on a reasonable, justifiable and consistent basis. Depreciation is attributed in accordance with the same principles. Support costs which are shared between activities are apportioned on a reasonable, justifiable and consistent basis to the activity cost categories being supported.

The basis for apportionment of actual staff costs is by the estimated time spent by the individual members of staff on different activity cost categories. Most other support costs are apportioned in the same proportion as the staff costs unless there are specific reasons to apply different proportions of the cost to different activity cost categories.

Expenditure is classified under the principal categories of charitable and other expenditure rather than the type of expense, in order to provide more useful information to users of the accounts.

Charitable activities comprise direct expenditure including direct staff costs attributable to the activity. Support costs have been allocated to activities based on the average staff time spent. Governance costs are those incurred in connection with the management of the Society's assets, organisational administration and compliance with constitutional and statutory requirements.

Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year-end are noted as a commitment, but not accrued as expenditure.

## Notes to the accounts (continued)

For the year ended 31 March 2009

---

### 1 Accounting policies (continued)

#### d) *Tangible fixed assets and depreciation*

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Plant and machinery	- 25% per annum on cost
Furniture, fixtures and equipment	- 25% per annum on cost.

#### e) *Leasing and hire purchase commitments*

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

#### f) *Pensions*

The charity operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

#### g) *Accumulated funds*

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

#### h) *Taxation*

The charitable company is exempt from corporation tax on all its charitable activities.

#### i) *Consortia*

Donations to Childlife as a result of Smile a Minute and Friends at Work consortia are recognised in the Statement of Financial Activities within donations. Expenditure on the recruitment and administration of donors for the consortia is recognised in the Statement of Financial Activities within fundraising costs.

## Notes to the accounts (continued)

For the year ended 31 March 2009

### 2 Voluntary income: donations

	2009 £	2008 £
Unrestricted funds:		
Payroll giving programme	325,210	347,001
Face-to-face programme	599,551	703,034
Exceptional donations	-	-
Sundry donations	13,481	15,298
Money box income	28,257	62,584
Smile a minute income	52,719	46,492
Friends at work income	28,963	24,770
Other	-	-
	<u>1,048,181</u>	<u>1,191,179</u>

### 3 Activities for generating funds: trading income

	2009 £	2008 £
Activities for generating funds: trading income	5,790	3,960
Fundraising trading: costs of goods sold	(2,295)	(3,143)
<b>Net activities for generating funds: trading income</b>	<u>3,495</u>	<u>817</u>

### 4 Investment income

	2009 £	2008 £
Interest receivable	<u>13,083</u>	<u>15,164</u>

## Notes to the accounts (continued)

For the year ended 31 March 2009

### 5 Analysis of total resources expended

<b>Direct Costs</b>	Costs of generating voluntary income £	Charitable activities £	Governance costs £	Trading costs £	2009 TOTAL £	2008 TOTAL £
Staff Costs including temp staff	74,724	4,994	9,277	-	88,995	87,634
Audit			4,912		4,912	4,729
Direct Fundraising	452,259			2,295	454,554	293,360
Newsletter		23,120			23,120	30,965
Grant Payments		700,000			700,000	700,000
	<u>526,983</u>	<u>728,114</u>	<u>14,189</u>	<u>2,295</u>	<u>1,271,581</u>	<u>1,116,688</u>
<b>Support Costs *</b>						
Office Costs	31,790	1,325	2,208	-	35,323	30,033
Legal & Accountancy	9,522	397	661	-	10,580	11,019
IT	11,912	496	827	-	13,235	11,215
Depreciation	2,221	93	154	-	2,468	3,897
Other	2,928	122	203	-	3,253	6,341
	<u>585,356</u>	<u>730,547</u>	<u>18,242</u>	<u>2,295</u>	<u>1,336,440</u>	<u>1,179,193</u>

\* Support costs are allocated on the basis of time spent on each activity.

Included above are operating lease payments of £9,020 during the year.

### 6 Costs of generating voluntary income – Direct Fundraising Costs

	2009 £	2008 £
Costs of generating voluntary income comprise:		
Payroll giving donor recruitment	15,963	16,665
Face-to-face donor recruitment	289,592	119,880
Other fundraising costs	-	-
Money box costs	7,387	45,924
Smile a minute donor recruitment	27,299	27,600
Friends at work donor recruitment	16,866	13,783
Direct debit processing	23,834	24,887
Telephone campaigns	12,458	12,243
Fundraising Development Fund activities	58,860	29,235
Other costs	-	-
	<u>452,259</u>	<u>290,217</u>

## Notes to the accounts (continued)

For the year ended 31 March 2009

### 7 Activities undertaken directly

	2009 £	2008 £
Other costs relating to promotion and support of member charities comprise:		
Newsletter printing	11,109	13,328
Newsletter postage	12,011	17,637
Other	-	-
	<u>23,120</u>	<u>30,965</u>

The promotion and support costs for member charities include the publication of a newsletter three times a year which provides details of the work done by the four member charities. Also included are the costs of maintaining a web-site which provides information on the work done by the four member charities and links to their own web-sites. The costs include direct staff costs and apportioned support costs.

### 8 Grants payable

	2009 £	2008 £
Promotion and support of member charities	<u>700,000</u>	<u>700,000</u>

The grants paid to member charities are used by those charities to support a variety of activities and projects all of which promote the relief of children who are in need. The trustees have been assured that all member charities have procedures in place to ensure that, on an ongoing basis, the grants made by Childlife are spent in accordance with its objectives. In addition the trustees have agreed a reporting process relating to how the grants have been spent by the member charities.

Grants to institutions relating to promotion and support of member charities comprise:

Acorn Children's Hospice Trust	175,000	175,000
Ataxia UK	175,000	175,000
National deaf Children's Society	175,000	175,000
National Children's Bureau	175,000	175,000
	<u>700,000</u>	<u>700,000</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. No expenses were paid to trustees by the charity during the year.

## Notes to the accounts (continued)

For the year ended 31 March 2009

---

### 10 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2009 Number	2008 Number
Cost of Generating Voluntary Income	2.8	2.8
Charitable Activities	0.8	0.8
Governance	0.4	0.4
	<u>4.0</u>	<u>4.0</u>

#### Employment Costs

	£	£
Wages and salaries	78,768	60,951
Social security costs	6,868	5,193
Other pension costs	3,358	1,568
	<u>88,994</u>	<u>67,712</u>

There were four part-time employees for most of the financial year

No employee earned £60,000 per annum or more.

### 11 Transfers

During the year ended 31 March 2009 the Trustees have transferred amounts totalling £- (2008: £nil) to designated funds from general funds and amounts totalling £nil (2008: £89,329) from designated funds to general funds.

## Notes to the accounts (continued)

For the year ended 31 March 2009

### 12 Tangible fixed assets

	Website £	Computer equipment £	Fixtures fittings and equipment £	Total £
<b>Cost</b>				
At 1 April 2008	-	22,418	3,178	25,596
Additions	5,270	1,933		7,203
Disposals	-	-	-	-
<b>At 31 March 2009</b>	<u>5,270</u>	<u>24,351</u>	<u>3,178</u>	<u>32,799</u>
<b>Depreciation</b>				
At 1 April 2008	-	19,298	3,101	22,399
On disposals	-	-	-	-
Charge for the year	-	2,407	61	2,468
<b>At 31 March 2009</b>	<u>-</u>	<u>21,705</u>	<u>3,162</u>	<u>24,867</u>
<b>Net book value</b>				
<b>At 31 March 2009</b>	<u>5,270</u>	<u>2,646</u>	<u>16</u>	<u>7,932</u>
At 1 April 2008	<u>-</u>	<u>3,120</u>	<u>77</u>	<u>3,197</u>

### 13 Debtors

	2009 £	2008 £
Other debtors	24,397	25,281
Prepayments and accrued income	1,333	5,724
	<u>25,730</u>	<u>31,005</u>

## Notes to the accounts (continued)

For the year ended 31 March 2009

### 14 Creditors: amounts falling due within one year

	2009 £	2008 £
Trade creditors	58,177	34,452
Accruals	16,503	8,427
	<u>74,680</u>	<u>42,879</u>

### 15 Pension costs

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £3,358 (2008:£ 1,569).

### 16 Analysis of net assets between funds

	2009 Total £	2008 Total £
Tangible fixed assets	7,932	3,197
Current assets	92,311	334,631
Creditors: amounts falling due within one year	(74,680)	(42,879)
	<u>25,563</u>	<u>294,949</u>

### 17 Commitments under operating leases

At 31 March 2009 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2009 £	2008 £
Expiry date:		
Within one year	9,020	-
Between two and five years	-	9,020
	<u>9,020</u>	<u>9,020</u>

## Notes to the accounts (continued)

For the year ended 31 March 2009

---

### **18 Commitments**

Contractual commitments:

Childlife has also entered into several contractual agreements with payroll giving donor recruitment agencies which are already in place and will continue to run through the next financial period. The contracts have agreed rates payable per new donor recruited based on the amount of the expected annual donation. These contracts do not specify an agreed target number of donors to be recruited.

Childlife has also entered into contractual agreements with an agency which provides payroll giving fundraising and administrative services to Childlife and other charities who are members of the Smile a Minute and Friends at Work consortia.

### **19 Related parties**

Grants of £175,000 each (2008 £175,000 each) were payable to the four member charities during the financial year.

At the year end £nil (2008 £ nil) was payable to each of the four member charities.

The charity was controlled by the four member charities throughout the financial year.