## TREOIR THE NATIONAL FEDERATION OF SERVICES FOR UNMARRIED PARENTS AND THEIR CHILDREN

### (A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

**COMPANY INFORMATION** 

Directors

Leonie Lunny Eilish Craig

Loretto Reilly

Dearbhla Ni Riordain

Phyllis Crowe Mary McGovern Maria Finn Berit Anderson Siobhan Roddy Thomas Quigley

Louise Graham

(Appointed 16 June 2011)

Christina Hughes

Secretary

Christina Hughes

Company number

82321

Registered Charity Number

8877

Registered office

14 Gandon House,

Custom House Square,

IFSC, Dublin 1.

**Auditors** 

Browne Murphy & Hughes

Chartered & Certified Accountants

& Registered Auditors 28 Upper Fitzwilliam Street

Dublin 2

**Business address** 

14 Gandon House,

Custom House Square,

IFSC, Dublin 1.

Bankers

Bank of Ireland

Lower Baggot St.,

Dublin 2

**COMPANY INFORMATION** 

ICS Building Society New Century House, IFSC, Mayor Street Lower, Dublin 1.

**Members Details** 

Leonie Lunny Christina Hughes Eilish Craig (Chairperson) (Secretary) (Treasurer)

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**DIRECTORS' REPORT** 

#### FOR THE YEAR ENDED 31 DECEMBER 2011

The directors present their report and financial statements for the year ended 31 December 2011.

#### Principal activities and review of the business

The principal activity of the company continued to be that of providing support and service to umarried parents and their children.

The principal risks and uncertainties facing the company going forward is the level of funding which will be received. The directors are actively involved in reviewing their costs in order that they may counteract any future decreases.

#### Results and dividends

The results for the year are set out on page 5.

#### **Directors**

The following directors have held office since 1 January 2011:

Leonie Lunny

Eilish Craig

Anne Kennedy

(Resigned 16 June 2011)

Loretto Reilly

Dearbhla Ni Riordain

Phyllis Crowe

Mary McGovern

Maria Finn

Berit Anderson

Siobhan Roddy

Thomas Quigley

Louise Graham

(Appointed 16 June 2011)

Christina Hughes

#### **Directors' interests**

This is a company limited by guarantee and not having a share capital.

#### **Books of account**

The company's directors are aware of their responsibilities, under section 202 of the Companies Act 1990 to maintain proper books of account and are discharging their responsibility by employing experienced staff and ensuring that sufficient company resources are available for the task.

The books of account are held at the company's registered office, 14 Gandon House, Custom House Square, IFSC, Dublin 1. .

#### **Auditors**

In accordance with the Companies Act 1963, section 160(2), Browne Murphy & Hughes continue in office as auditors of the company.

**DIRECTORS' REPORT (CONTINUED)** 

FOR THE YEAR ENDED 31 DECEMBER 2011

#### Statement of directors' responsibilities

The directors are responsible for preparing the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board and promulgated by the Institute of Chartered Accountants in Ireland.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- 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 company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2009. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board

Ellish Craig

Director

Christina Hughes

Director

INDEPENDENT AUDITORS' REPORT

### TO THE MEMBERS OF TREOIR THE NATIONAL FEDERATION OF SERVICES FOR UNMARRIED PARENTS AND THEIR CHILDREN

We have audited the financial statements of Treoir The National Federation of Services for Unmarried Parents and Their Children for the year ended 31 December 2011 set out on pages 5 to 15. These financial statements have been prepared under the accounting policies set out therein.

#### Respective responsibilities of the directors and auditors

As described in the Statement of Directors' Responsibilities on page 2 the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and the accounting standards issued by the Accounting Standards Board and published by the Institute of Chartered Accountants in Ireland (Generally Accepted Accounting Practice in Ireland).

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

This report is made solely to the company's members, as a body, in accordance with Section 193 of the Companies Act, 1990. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

We report to you our opinion as to whether the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, and are properly prepared in accordance with the Companies Acts, 1963 to 2009. We also report to you whether in our opinion: proper books of account have been kept by the company; whether, at the balance sheet date, there exists a financial situation requiring the convening of an extraordinary general meeting of the company; and whether the information given in the directors' report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations necessary for the purposes of our audit, and whether the company's balance sheet and its profit and loss account are in agreement with the books of account.

We also report to you if, in our opinion, any information specified by law regarding the directors' remuneration and transactions is not disclosed and, where practicable, include such information in our report.

We read the directors' 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 directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the 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.

INDEPENDENT AUDITORS' REPORT (CONTINUED)

TO THE MEMBERS OF TREOIR THE NATIONAL FEDERATION OF SERVICES FOR UNMARRIED PARENTS AND THEIR CHILDREN

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In our opinion the financial statements:

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs as at 31 December 2011 and of its deficit for the year then ended; and
- have been properly prepared in accordance with the requirements of the Companies Acts, 1963 to 2009.

We have obtained all the information and explanations we consider necessary for the purposes of our audit. In our opinion, proper books of account have been kept by the company. The financial statements are in agreement with the books of account.

In our opinion, the information given in the directors' report is consistent with the financial statements.

Jim Murphy

Senior Statutory Auditor For and on behalf of Browne Murphy & Hughes

Chartered Accountants
Registered Auditor

18th april 2012

Chartered & Certified Accountants & Registered Auditors 28 Upper Fitzwilliam Street Dublin 2

INCOME AND EXPENDITURE ACCOUNT

#### FOR THE YEAR ENDED 31 DECEMBER 2011

	Notes	2011 €	2010 €
Turnover	2	611,239	767,090
Administrative expenses		(709,711)	(768,144)
Operating deficit	3	(98,472)	(1,054)
Other interest receivable and similar income	. 4	848	254
Interest payable and similar charges  Deficit on ordinary activities before	5	<u>.——(471)</u>	(692)
taxation		(98,095)	(1,492)
Tax on loss on ordinary activities	6		
Deficit for the year	15	(98,095)	(1,492)

The income and expenditure account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the income and expenditure account.

Approved by the board on .....

Eilish Craig

Director

Christina Hughes

Director

#### **BALANCE SHEET**

#### AS AT 31 DECEMBER 2011

		20	11	2010	
	Notes	€	€	€	€
Fixed assets					
Intangible assets	7		5,658		3,450
Tangible assets	8		4,494		5,268
			10,152		8,718
Current assets					
Debtors	9	3,665		2,218	
Cash at bank and in hand		145,789		143,566	
		149,454		145,784	
Creditors: amounts falling due within one year	10	(26,605)		(26,311)	
Net current assets		· Andrews	122,849		119,473
Total assets less current liabilities			133,001		128,191
Creditors: amounts falling due after more than one year	11		(1,411)		(4,066)
Deferred Income	12		(105,560)		-
			26,030		124,125
Canital and vacanuss					
Capital and reserves Income and expenditure account	15		26,030		124,125
Members' funds	16		26,030		124,125

Approved by the board and authorised for issue on ......

Eျish Craig

Director

Christina Hughes

Director

**CASH FLOW STATEMENT** 

	€	2011 €	€	2010 €
Net cash inflow from operating activities		15,665		3,923
Returns on investments and servicing of finance Interest received Interest element of finance lease rentals	848 (471)		254 (692)	
Net cash inflow/(outflow) for returns on investments and servicing of finance		377		(438)
Capital expenditure Payments to acquire tangible assets	(11,386)		(7,678)	(T. 0.00)
Net cash outflow for capital expenditure		(11,386)		(7,678)
Net cash inflow/(outflow) before management of liquid resources and financing		4,656		(4,193)
Financing Capital element of finance lease contracts	(2,433)		(2,211)	
Net cash outflow from financing		(2,433)		(2,211)
Increase/(decrease) in cash in the year		2,223		(6,404)

#### NOTES TO THE CASH FLOW STATEMENT

1	Reconciliation of operating deficit to net cash inflow from operating activities				2010
	activities			€	€
	Operating deficit			(98,472)	(1,054)
	Depreciation of tangible assets			9,952	7,662
	(Increase)/decrease in debtors			(1,447)	20,634 (23,319)
	Increase/(decrease) in creditors within one	year		72 105,560	(23,319)
	Other reserve movement				
	Net cash inflow from operating activities			15,665 ————	3,923
2	Analysis of net funds	1 January 2011	Cash flow	Other non- cash changes	31 December 2011
		€	€	. €	€
	Net cash:				
	Cash at bank and in hand	143,566	2,223	-	145,789
	Debt:	(6,499)	2,433		(4,066)
	Finance leases	(0,433)			
	Net funds	137,067	4,656		141,723
		***************************************			
3	Reconciliation of net cash flow to mover	nent in net funds		2011	2010
Ü	100001011Maiori or northwest state to see			€	€
	Increase/(decrease) in cash in the year			2,223	(6,404)
	Cash outflow from decrease in debt and lea	ase financing		2,433	2,212
	Movement in net funds in the year			4,656	(4,192)
	Opening net funds			137,067	141,259
	Closing net funds			141,723	137,067
	Ologina net innas				

#### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 DECEMBER 2011

#### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements are prepared under the historical cost convention.

#### 1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable law and the accounting standards issued by the Accounting Standards Board and promulgated by the Institute of Chartered Accountants in Ireland (Generally Accepted Accounting Practice in Ireland), which have been applied consistently (except as otherwise stated).

#### 1.3 Turnover

Turnover represents funding received from various sources mainly the HSE, HSE Crisis Pregnancy Programme and the Citizens Information Board.

In the current year, the organisation undertook a change in accounting policy with regard to income recognition. Historically, income was accounted for on a receipts basis. In the current year, the organisation changed to an accruals basis whereby the income is matched to the related expenditure. This resulted in income received in the current year being deferred to match to the related expenditure when it occurs.

#### 1.4 Intangible Assets

Website Costs are valued at cost less accumulated amortisation. Amortisation is calculated to write off the cost in equal annual instalments over their estimated useful lives. A rate of 33.3% Straight Line has being used.

#### 1.5 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

33.33% Straight Line

Fixtures, fittings & equipment

33.33% Straight Line

#### 1.6 Leasing

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods. The finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period.

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

#### 1.7 Pensions

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 2011

#### 2 Income

The total income of the company for the year has been derived from its principal activity wholly undertaken in the Republic of Ireland.

3	Operating deficit	2011	2010
-	•	€	€
	Operating deficit is stated after charging:		
		9,952	7,662
	Depreciation of tangible assets	3,125	3,458
	Auditors' remuneration		
4	Other interest receivable and similar income	2011 €	2010 €
	Bank interest	848	254
		848	254
5	Interest payable	2011	2010
J	mierost payablo	€	€
	Lease finance charges	471	692

#### 6 Taxation

The company is a registered charity CHY 8877and as such is exempt from Corporation Tax.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

7	Intangible fixed assets	Website Costs €
	Cost	
	At 1 January 2011	5,174
	Additions	5,895 
	At 31 December 2011	11,069
	Amortisation	
	At 1 January 2011	1,724
	Charge for the year	3,687
	At 31 December 2011	5,411 
	Net book value	
	At 31 December 2011	5,658
	At 31 December 2010	3,450

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

8	Tangible fixed assets	Plant and machinery	Fixtures, fittings &	Total
		_	equipment	
	<b>_</b>	€	€	€
	Cost	70.004	00.040	00.550
	At 1 January 2011 Additions	73,904 5,371	22,648 120	96,552 5,491
	At 31 December 2011	79,275	22,768	102,043
			<del></del>	
	Depreciation			
	At 1 January 2011	72,234	19,050	91,284
	Charge for the year	2,627	3,638	6,265
	At 31 December 2011	74,861	22,688	97,549
	Net book value			
	At 31 December 2011	4,414	80	4,494
	At 31 December 2010	1,670	3,598	5,268
	Net book value of assets held under finance lease At 31 December 2011			0
	At 31 December 2011	4		4,016
	Depreciation on assets held under finance lease			
	At 31 December 2011			4,016
	At 31 December 2010			4,016
9	Debtors		2011	2010
			€	€
	Trade debtors		1,212	1,572
	Other debtors		1,846	127
	Prepayments and accrued income		607	519 ———
			3,665	2,218

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

Creditors: amounts falling due within one year	2011 €	2010 €
Net obligations under finance lease and hire purchase contracts	2,655	2,433 3,913
		14,421
Accruals and deferred income	9,124	5,544
	26,605	26,311
Included in other creditors are amounts relating to taxation, as follows:		
P.A.Y.E. control account	14,156	14,119
Creditors: amounts falling due after more than one year	2011 €	2010 €
Net obligations under finance leases and hire purchase agreements	1,411	4,066
Net obligations under finance leases and hire purchase contracts		
Repayable within one year	•	2,433
Repayable between one and five years	1, <del>4</del> 11	4,066
	4,066	6,499
	4,066	6,499
included in liabilities falling due within one year	(2,655)	(2,433)
	1,411	4,066
	Net obligations under finance lease and hire purchase contracts Trade creditors Other creditors Accruals and deferred income  Included in other creditors are amounts relating to taxation, as follows: P.A.Y.E. control account  Creditors: amounts falling due after more than one year  Net obligations under finance leases and hire purchase agreements  Net obligations under finance leases and hire purchase contracts Repayable within one year Repayable between one and five years	Net obligations under finance lease and hire purchase contracts Trade creditors 2,655 Trade creditors 14,554 Accruals and deferred income 9,124  26,605  Included in other creditors are amounts relating to taxation, as follows: P.A.Y.E. control account 14,156  Creditors: amounts falling due after more than one year  Net obligations under finance leases and hire purchase agreements 1,411  Net obligations under finance leases and hire purchase contracts Repayable within one year 2,655 Repayable between one and five years 1,411  4,066 Included in liabilities falling due within one year (2,655)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

12	Deferred Income		Deferred Income €
	Balance at 1 January 2011		-
	Deferred in year		105,560
	Balance at 31 December 2011		105,560
	During the year, Treoir received funding totalling €213,125 from the HSE Crisis Pregr Of these funds, €105,560 related to specific projects which will be undertaken in 2013 related income has being deferred as at 31 December 2011.		
13	Pension and other post-retirement benefit commitments Defined contribution		
		2011 €	2010 €
	Contributions payable by the company for the year 2	7,728	28,321
14	Non Audit Services  During the year, Browne Murphy & Hughes undertook non audit services for the com	pany.	
15	Statement of movements on Income and Expenditure account	ĺ	Income and expenditure account €
	Balance at 1 January 2011 Deficit for the year		124,125 (98,095)
	Balance at 31 December 2011		26,030

#### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 DECEMBER 2011

16	Reconciliation of movements in members' funds	2011 €	2010 €
	Deficit for the financial year Opening members' funds	(98,095) 124,125	(1,492) 125,617
	Closing members' funds	26,030	124,125
17	Employees		
	Number of employees The average monthly number of employees (including directors) during the year was:		
	year was.	2011	2010
		Number	Number
		11 ======	12
	Employment costs	2011 €	2010 €
	Wages and salaries (Staff & Seconded Staff)	443,835	505,839
	Social security costs	46,155	52,285
	Other pension costs	27,728	28,321
		517,718	586,445

#### 18 Control

The company is controlled by the board of directors.

#### 19 Members Liability

In the event of a winding up the liability of members is limited to €1.27.

#### 20 Approval of financial statements

The directors approved the financial statements on the .....

### TREOIR THE NATIONAL FEDERATION OF SERVICES FOR UNMARRIED PARENTS AND THEIR CHILDREN

## (A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)

**MANAGEMENT INFORMATION** 

#### **DETAILED INCOME AND EXPENDITURE ACCOUNT**

		2011		2010
	€	€	€	€
Income				
HSE Midwest		11,729		12,006
HSE Northern		261,689		261,582
HSE North Western		<b>-</b>		7,000
HSE Western		*		500
HSE South East		9,246		9,674
HSE Southern		10,000		10,000
HSE North Eastern		7,523		7,578
HSE Midlands		<b></b>		24,661
HSE Crisis Pregnancy Programme		107,565		110,338
Dept of Social & Family Affairs		445		3,299
Sale of Publications		122		1,203
Membership Fees		2,470		2,413
DOHC/HSE (For Seconded Staff)		145,749		214,881
Citizens Information Board		36,500		36,500
Outreach		1,421		379
Other Income		16,780		20,076
Family Support Agency		-		45,000
		611,239		767,090
Administrative expenses		(709,711)		(768,144)
Operating deficit		(98,472)		(1,054)
Other interest receivable and similar income Bank interest - received		848		254
Interest payable Lease finance charges - paid		(471)		(692)
Deficit for Year	16.05%	(98,095)	0.19%	(1,492)
				<del></del>

#### SCHEDULE OF ADMINISTRATIVE EXPENSES

Administrative expenses	€	€
		-
Manager and a few and American Department of the Control of the Co		
Wages and salaries (excl. EER PRSI.)	317,605	364,132
Wages -Seconded Staff	126,230	141,707
ER PRSI	32,763	37,269
ER PRSI -Seconded Staff	13,392	15,016
Staff pension costs defined contribution	27,728	28,321
Typing Services (Seconded)	-	4,758
Staff training	4,710	-
Rent & Rates	54,112	67,211
Insurance	1,813	1,827
Light and heat	1,766	1,893
Repairs and maintenance	438	681
Cleaning	1,450	1,500
Supplies	5,832	5,166
Membership	165	50
Newspapers	1,472	1,334
Printing, postage and stationery	9,263	6,648
Conferences/Meetings	1,535	2,098
Publishing	18,730	25,309
Hospitality	1,161	871
Advertising	39,903	1,109
Telephone	8,743	8,057
Travelling expenses	3,758	1,862
Library	52	580
Professional fees	22,670	13,666
Accountancy	666	726
Audit fees	3,125	3,458
Bank charges	242	407
FINGLAS TPSP-Overheads	-	24,544
Sundry expenses - allowable	435	282
Depreciation -P&E	2,627	1,896
Depreciation -F&F	3,638	4,042
Depreciation -Website	3,687	1,724
	709,711	768,144