

NRCPD

(A company limited by guarantee)

FINANCIAL STATEMENTS

Year ended 31 December 2018

Charity No: 1170904
Company No: 10510695

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Reference and administrative details of the Charity, its Trustees and Advisers

Status

The organisation first became a registered charity in December 2016 and is a company limited by guarantee.

Directors

E M Duncan (appointed 17 January 2017)
H A Fiskén (appointed 17 January 2017)
F J Harrington (appointed 17 September 2018)
S L Haynes (appointed 17 January 2017)
H Maxwell-Hyslop (appointed 17 January 2017)
L A Weatherson (resigned 9 May 2018)
J T Fitzgerald (appointed 9 July 2018)
D W J Wolfenden (resigned 10 July 2018)
E Cordaro (appointed 8 October 2018)
A Lees (appointed 8 October 2018)

Secretary

A Peacock (resigned 30 January 2018)
L J Foster (appointed 31 January 2018
resigned 4 June 2018)
N R M Hawthorn (appointed 4 June 2018)

Key Management Personnel

N R M Hawthorn (appointed 4 June 2018)

Registered office and principal address

Suite D, Second Floor Richard Annand VC House, Unit 18 Mandale Park, Belmont Industrial Estate, Durham, DH1 1TH

Auditor

RSM UK Audit LLP, 1 St James Gate, Newcastle-upon-Tyne, NE1 4AD

Principal bankers

Natwest Bank Plc, 12 Market Place, Durham, DH1 3NG.

Solicitors

Muckle LLP, Time Central, 32 Gallowgate, Newcastle-upon-Tyne, NE1 4BF.

Trustees Annual Report Year ended 31 December 2018

Charity No: 1170904
Company No: 10510695

The trustees, who are directors of the charity for the purposes of company law, present their report and the audited financial statements for the period from 1 January 2018 to 31 December 2018.

Structure, governance and management

The charitable company incorporated on 5 December 2016 and commenced trading on 1 January 2017. The charity is a wholly owned subsidiary of CACDP trading as Signature and is organised through a Board of Trustees through whom all business is conducted.

The charitable company's governing documents are its Memorandum and Articles of Association dated November 2016 and the company is a company limited by guarantee.

Trustees are eligible to serve up to two terms of four years each and under exceptional circumstances, an additional term.

Induction sessions are held for new trustees upon appointment which includes an update presentation to all trustees. New trustees are also provided with an induction pack which includes issues of "charitable purpose" and "public benefit". Trustees are content that NRCPD meets these criteria.

Day to day management of the charity in the period was delegated to the Director, Alan Peacock, until his departure in February 2018, then on an interim basis to Lindsay Foster Executive Director of CACDP until 4 June 2018 when the new Director, Marcus Hawthorn was appointed.

Trustees Annual Report

Year ended 31 December 2018

Objectives and principal activities

The charity's aims

NRCPD's objects are to promote of the needs of and protect deaf, deafened, hard of hearing and deaf blind people, by promoting the quality, conduct and professionalism of all communication professionals; and

The advancement of education, for the benefit of the public in relation to the issues facing deaf, deafened, hard of hearing, and deaf blind people.

We do this by regulating communication professionals working with deaf and deafblind people throughout the UK.

The charity's beneficiaries

Deaf, deafened, hard of hearing and deafblind people benefit from NRCPD's work as well as anyone who is communicating with deaf, deafened, hard of hearing and deafblind people.

Equal access to our services is important to us and we work throughout the UK to ensure that provision is as widespread as possible.

NRCPD was established by CACDP to regulate and standardise communication support used between deaf, deafened, hard of hearing, deafblind and hearing people. NRCPD responds to the needs of beneficiaries through stakeholder engagement, through consultation with deaf individuals and organisations and through representation on the Board of Trustees.

We have referred to the Charity Commission's general guidance of public benefit when reviewing our objectives and in developing our strategic and operational plans. The current strategic plan runs to 2020 and is reviewed every year to ensure all activities are in line with the aims of the charity.

Pay and remuneration setting for key management personnel is undertaken by the Chair with support from the Board of Trustees who looked at affordability, benchmarking, changes in roles and responsibilities as well as other market forces.

Trustees Annual Report

Year ended 31 December 2018

Strategic Report

Achievements and performance

In the year to 31 December 2018 the main achievements within NRCPD have been:

Operation as a separate legal entity

This is the second year of trading for NRCPD and it has spent the year consolidating income and expenditure and building corporate capability for future independence, with the support of its parent company, CACDP.

Registration

This is the second year of trading as a company, but the voluntary registration service previously existed as part of CACDP. We have historically seen year on year increases in registered communication professionals and this has continued through to the new company.

At 30/06/2013 = 1144

At 30/06/2014 = 1245

At 30/06/2015 = 1331

At 31/12/2016 = 1365

At 31/12/2017 = 1428

At 31/12/2018 = 1551

Financial review

During the year NRCPD has continued with the changes required to completely separate from its parent CACDP. This process is expected to conclude in 2020 and it will be the main focus of planning and development for the charity throughout 2019. The financial focus has been to accumulate reserves (policy levels achieved during 2018), whilst developing the charity to be self sustaining and able to financially support any significant complaints and developments. The good financial position underpins full development of independent capabilities in 2019 without compromising service provision or reserve levels.

KPI's

The Board monitors performance with the following indicators:

- Reserve levels
- Current ratio
- Register growth
- Net surplus/deficit

Principal risks and uncertainties

Trustees review risks annually to identify and grade all known risks to the charity as part of the annual planning cycle. Appropriate mitigating actions are identified, and the effectiveness of these actions monitored. The process is overseen by the Board of Trustees.

The Board consider these are the key near-term risks for NRCPD going forward:

- Meeting the criteria for independence
- Implementing new IT capability
- Regulatory compliance (data protection)

Trustees Annual Report

Year ended 31 December 2018

Reserves

NRCPD currently has one unrestricted reserve:

General Reserve - There is a need to maintain a level of general reserves to enable the charity to cope with a variety of events, either day to day or exceptional.

NRCPD believes that its reserves must be managed as a valuable asset for the organisation. As such it is important to balance the need to spend the reserved income of the charity with the potential risks that may be faced in the future.

Maintenance of reserves levels

NRCPD maintains unrestricted reserves at a level to cover emergency costs, unforeseen events such as the business ceases to operate, and costs attributed to significant complaint cases.

The amount considered appropriate for this is £150k and has been achieved in 2018.

Trustees will not now approve any annual budget that will reduce unrestricted reserves below this level.

Reserve levels at 31 December 2018 are £173K, and the additional reserve funds will be used to further develop NRCPD capability towards our charitable objectives.

The Future

As NRCPD continues to grow and develop as an independent charity the strategic objectives identified are:

1. Support, develop and increase registration, to provide stronger and more effective regulation in the public interest.
2. Set, develop and improve professional and educational standards to ensure that the public receives the highest level of communication and language support from registered practitioners.
3. Gain wider recognition as the voluntary regulator from communication and language professionals, promoting the importance and value of regulation and the use of registered practitioners.
4. Ensure NRCPD's governance is clear, transparent and fit for purpose to support its aim to achieve statutory regulation.

Statement of trustees' responsibilities

The trustees (who are also directors of NRCPD for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;

Trustees Annual Report Year ended 31 December 2018

- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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.

Statement as to disclosure of information to auditors

The trustees who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant audit information of which the auditors are unaware. Each of the trustees have confirmed that they have taken all the steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the auditor.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the organisation's Memorandum and Articles of Association and Accounting and Reporting by Charities Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) (effective 1 January 2015).

Auditors

A resolution to re-appoint RSM UK Audit LLP as auditors for the ensuing year will be proposed at a board meeting.

Approved by a meeting of the Board of Trustees on 30.4.19 and signed on their behalf by:

Trustee:  Liz M. Duncan

Trustee:  ALAN LEES

**Independent Auditors' Report to the members of NRCPD
(for the year ended 31 December 2018)**

Opinion on financial statements

We have audited the financial statements of NRCPD (the 'charitable company') for the period ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Independent Auditors' Report to the Trustees and members of NRCPD
(for the year ended 31 December 2018)**

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report and the incorporated Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report and the incorporated Strategic Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report and the incorporated Strategic Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' responsibilities set out on pages 6 and 7, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Independent Auditors' Report to the Trustees and members of NRCPD
(for the year ended 31 December 2018)**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

L Robson

LUCY ROBSON (Senior Statutory Auditor)
For and on behalf of RSM UK AUDIT LLP, Statutory Auditor
Chartered Accountants
1 St James' Gate
Newcastle upon Tyne
NE1 4AD

...08/05/19...

Charitable Company Statement of Financial Activities for the period
Year ended 31 December 2018
(including Income and Expenditure Account)

	Note	Unrestricted Funds £	Restricted Funds £	Total funds 2018 £	Total funds 2017 £
Income from:					
Charitable activities					
Registration		313,036	0	313,036	280,216
			0		
Total income		313,036		313,036	280,216
Expenditure on:					
Charitable activities:					
Registration	2a	175,766	0	175,766	200,058
Other	2b	26,092	0	26,092	17,495
Total expenditure		201,858	0	201,858	217,553
Net movement in funds		111,178	0	111,178	62,663
Reconciliation of funds					
Total funds brought forward		62,000	0	62,000	
				0	
Transfers				0	-
Total funds carried forward		173,841	0	173,841	62,663

All operations derive from continuing activities.

Charitable Company Balance Sheet as at 31 December 2018

	Note	2018	2017
Fixed Assets			
Tangible assets	8	<u>3,650</u>	
Total fixed assets		3,650	
Current assets			
Debtors	9	30,615	30,994
Cash at bank and in hand		<u>310,689</u>	<u>193,933</u>
		<u>341,304</u>	<u>224,927</u>
Creditors: Amounts falling due within one year	10	<u>(171,113)</u>	<u>(162,264)</u>
Net current assets		<u>170,191</u>	<u>62,663</u>
Net assets		<u>173,841</u>	<u>62,663</u>
Funds of the charity:			
Unrestricted funds:			
General funds	12	<u>173,841</u>	<u>62,663</u>
Total funds		<u>173,841</u>	<u>62,663</u>

The financial statements on pages 12 to 23 were approved by the Board of Trustees and authorised for issue on 30.4.19 and were signed on their behalf by:

Trustee:  

Trustee:  

Statement of cash flows
Year ended 31 December 2018

	Note	2018 £	2017 £
Net cash flows from operating activities		120,741	75,656
Cash flows from investing activities			
Proceeds received on transfer of business		(3,985)	118,277
Net cash from investing activities		<u>116,756</u>	<u>193,933</u>
Increase in cash and cash equivalents in the year		116,756	193,933
Cash and cash equivalents at the beginning of the year		<u>193,933</u>	<u>-</u>
Total cash and cash equivalents at the end of the year		<u>310,689</u>	<u>193,933</u>
Relating to:			
Cash at bank and in hand		310,689	193,933
Short term investments		<u>0</u>	<u>-</u>
Total cash and cash equivalents at the end of the year		<u>310,689</u>	<u>193,933</u>

1. Accounting policies

1a) Basis of preparation

NRCPD is a charitable company, limited by guarantee, registered in England. The address of the charity's registered office and principal place of business is Suite D, Second Floor Richard Annand VC House, Unit 18 Mandale Park, Belmont Industrial Estate, Durham, DH1 1TH.

NRCPD meets the definition of a public benefit entity under FRS 102. The charity exists for the benefit of the public through the education, training and examination of students and tutors in the different modes of communication used by such persons.

These financial statements have been prepared in accordance with "Accounting and Reporting by Charities": Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost of transaction value, and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' effective 1 January 2015 (Charities SORP (FRS 102)) and the Companies Act 2006.

Going concern

FRS 102 requires that, if appropriate, the charity's financial statements are prepared on the going concern basis, which means that the organisation is able to operate for the foreseeable future on the basis of known and reasonable projected resources. There are no material uncertainties in respect of the charity's ability to continue as a going concern. The ongoing demand for the services provided by the charity ensures the exposure to risk from the current difficult economic conditions is minimal. Free reserves are available to meet the charity's needs as they arise as detailed within the reserves policy. As a consequence, the Trustees believe the charity is well placed to manage its business risks successfully and thus they have adopted the going concern basis of accounting in preparing the financial statements.

1b) Incoming resources

All income disclosed in the Statement of Financial Activities is shown on an entitlement basis.

All grant income is shown on an entitlement basis, except for restricted funds, where any income received in advance of expenditure is taken to the Statement of Financial Activities when the charity becomes unconditionally entitled to the grant.

Fees for registrations are normally invoiced in advance and those applicable to the year accounted for in the Statement of Financial Activities. Fees received during the year applicable to future periods are shown as deferred income in the balance sheet.

1. Accounting policies (continued)

1c) Expenditure

Resources expended are recognised in the period in which legal or constructive obligation arises and include attributable VAT, which cannot be recovered.

Resources expended are allocated to the particular activity to which the cost relates. However the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned based on an estimate of the staff time.

Governance costs relate to the costs associated with meeting the constitutional and statutory requirements of the charity.

1d) Pension costs

Contributions to defined contribution schemes are charged to the Statement of Financial Activities as they are incurred.

1e) Funds

Unrestricted funds are generated surpluses of the group without further specified purpose and are available as general funds.

Designated funds are unrestricted funds, earmarked by the trustees for particular purposes.

Restricted funds are to be used for specific purposes as prescribed by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

1f) Taxation

The charity is a registered charity and is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxable Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

1g) Cash at bank and in hand

Cash at bank and cash in hand includes cash held at bank and cash held in short term investments.

1. Accounting policies (continued)

1h) Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 "Other Financial Instruments Issues" of FRS 102, in full to all of its financial instruments.

All of the charities financial assets and financial liabilities qualify as basic financial instruments. Basic Financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Financial assets: Trade and other debtors

Trade, group and other debtors (including accrued income) which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original terms of the contract. Impairment losses are recognised in profit or loss for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in profit or loss.

Financial liabilities: Trade and other creditors

Trade, group and other creditors (including accruals) payable within one year that do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled.

Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Notes to the Financial Statements for the year ended 31 December 2018

2. Expenditure

2a) Charitable activities - unrestricted

	Registration £	2018 £	2017 £
Direct costs	12,778	12,778	15,137
Staff costs	90,765	90,765	85,361
Allocated overheads	72,223	72,223	99,560
Total	175,766	175,766	200,058

2b) Governance costs – unrestricted

	2018 £	2017 £
Direct committee costs including travel	18,205	11,215
Auditors' Statutory Audit and advisory fees	5,716	6,000
Other costs	2,171	280
Total	26,092	17,495

	2018 £	2017 £
Analysis of allocated overheads		
Staff costs including travel and welfare	21,539	54,234
Office running	9,107	5,028
Premises	25,970	25,295
Depreciation	333	-
Professional fees	8,877	8,040
Travel and subsistence	4,119	4,686
Insurance	2,112	2,112
Other costs	166	165
	72,223	99,560

Notes to the Financial Statements for the year ended 31 December 2018

3. Net incoming resources is after charging:

	2018 £	2017 £
Auditors' remuneration - Statutory Audit	4,000	4,000
	<u>4,000</u>	<u>4,000</u>

4. Staff costs

	2018 £	2017 £
Salaries	78,325	101,538
Employer's National Insurance	7,072	10,035
Employer's Pension Contributions	5,427	6,318
	<u>90,824</u>	<u>117,891</u>
Recruitment fees	-	-
Temporary staff	-	-
	<u>90,824</u>	<u>117,891</u>

The average number of employees during the year was 2. (2017: 3)

No employees received annual emoluments exceeding £60,000.

Key management personnel

The key management personnel of the charity comprise the Trustees and Director. The total employee benefits of the key management personnel of the group were £32,147 (2017: £55,000)

5. Pension costs

The charge to SOFA is the amount of the contributions payable.

The amount of contributions outstanding at the year end was £498 (2017: £426).

6. Indemnity insurance

The Charity has Professional Liability Insurance cover for Trustees, committee members and staff.

The limit of Indemnity in any one year is £1,000,000 for which a premium of £1,015 (2017: 1,317) was paid by CACDP for group insurance.

7. Trustees remuneration and disbursement of expenses

The Articles of Association permit the payment of fees and expenses to trustees when acting as examiners and trainers, etc, where such expertise is in short supply.

There were 9 trustees who were reimbursed travel and subsistence expenses of £2,578 (2017: £2,959) for attendance at trustee meetings and other events.

Notes to the Financial Statements for the year ended 31 December 2018

8.	Tangible fixed assets	Office	Computer	
		Equipment	Equipment	Total
Cost	As at 1st Jan 2018			-
	Additions	968	3,016	3,984
	Disposals			-
	As at 31st Dec 2018	968	3,016	3,984
Depreciation	As at 1st Jan 2018			-
	Charge for the year	78	256	334
	Disposals			-
	As at 31st Dec 2018	78	256	334
	Net Book Value			
	As at 31st Dec 2018	890	2,760	3,650
	As at 31st Dec 2017	-	-	-

9. Debtors

	2018 £	2017 £
Trade debtors	18,642	23,424
Prepayments	2,227	
Inter-company balance	9,746	7,570
	<u>30,615</u>	<u>30,994</u>

Notes to the Financial Statements for the year ended 31 December 2018

10. Creditors

	2018 £	2017 £
Trade Creditors	4,415	4,283
Inter-company balance	7,953	8,032
Other Tax and Social Security	2,225	2,375
Accruals	6,000	10,458
Deferred Income	150,520	137,116
	<u>171,113</u>	<u>162,264</u>
Amount deferred in current period	<u>150,520</u>	<u>137,116</u>
Deferred income at 31 December	<u>150,520</u>	<u>137,116</u>

Deferred income relates to registration fees invoiced in advance

11. Financial instruments

The carrying amounts of the Charity's financial instruments at 31 December were:

	2018 £	2017 £
FINANCIAL ASSETS		
Debt instruments measured at amortised cost:		
Trade Debtors	18,642	23,424
Intercompany debtor	9,746	7,570
TOTAL	<u>28,388</u>	<u>30,994</u>
FINANCIAL LIABILITIES		
Measured at amortised cost:		
Trade Creditors	4,416	12,315
Accruals	6,000	10,458
TOTAL	<u>10,416</u>	<u>22,773</u>

Notes to the Financial Statements for the year ended 31 December 2018

12. Movements in funds

	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted funds:				
General funds	375,698	(201,858)		173,841
Total unrestricted funds	375,698	(201,858)		173,841
Total funds	375,698	(201,858)		173,841

13. Members liability

The company is limited by guarantee and in the event of the winding up of the company, the liability of its members is limited to £1.

14. Related party transactions

David Wolfenden, a trustee until 10th July 2018, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the year amounted to £230 (2017: £225) and the balance at 31 December 2018 was £nil (2017: £nil).

Lesley Weatherson, a trustee until 09th May 2018, is also a registered Lipspeaker with NRCPD. Fees are charged in line with the published price list. Fees charged during the year amounted to £174 (2017: £170) and the balance at 31 December 2018 was £nil (2017: £nil).

Sarah Haynes, a trustee, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the year amounted to £230 (2017: £225) and the balance at 31 December 2018 was £nil (2017: £nil).

Francis Harrington, a trustee, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the year amounted to £nil (2017: £225) and the balance at 31 December 2018 was £nil (2017: £225).

Elisabetta Cordaro, a trustee since 08th October 18, is also a registered Speech to Text Reporter with NRCPD. Fees are charged in line with the published price list. Fees charged during the period amounted to £174 and the balance at 31 December 2018 was £nil

James Fitzgerald, a trustee since 09th July 18, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the period amounted to £230 and the balance at 31 December 2018 was £nil

Notes to the Financial Statements for the year ended 31 December 2018

15. Reconciliation of net movement in funds to net cash flow from operating activities

	2018 £	2017 £
Net movement in funds	111,178	62,663
Depreciation	334	-
(Decrease) in debtors	379	(30,994)
Increase in creditors	4,865	43,987
	<u>116,756</u>	<u>75,656</u>
Net cash inflow from operating activities		

16. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £	Total 2017
Fund balances at 31 December 2018 as represented by:				
Investment assets	3,650	0	3,650	
Current assets	341,304		341,304	224,927
Current liabilities	<u>-171,114</u>		<u>-171,114</u>	<u>-162,264</u>
	<u>173,841</u>	<u>0</u>	<u>173,841</u>	<u>62,663</u>

17. Controlling party

The charity regards CACDP T/A Signature, incorporated in England and Scotland (England registration number 03581178 and Scotland Charity number SC37901) and registered as a Charity (Charity No: 1071662), as its ultimate controlling party. CACDP is a charity whose objects are the improvement of communication with deaf people.

The registered office of CACDP is:

Mersey House, Mandale Business Park, Belmont, Durham, DH1 1TH

