

Charity No. 1035213

OCD ACTION
TRUSTEES REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2008

CALDWELL & BRAHAM
Chartered Accountants
5 Breams Buildings
London EC4A 1DY

OCD ACTION

Contents

	Page
Charity Information	
Trustees Report	1-2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Accounts	6-8

OCD ACTION

CHARITY INFORMATION

Trustees: Peter Jennings - Chairman
Isobel Heyman - Vice Chairman
Carolina Costa
Robert Eddison
Dr Naomi Fineberg
Martyn Hall
Daniel Nabarro
Colin Putney
Cliff Snelling
Dr David Veale
Piers Watson

Charity Number 1035213

Charity Offices Davina House
Rooms 506-507
137 – 149 Goswell Road
London
EC1V 7ET

Independent Examiner N A H Brecker
Chartered Accountant
5 Breams Buildings
London
EC4A 1DY

Bankers HSBC
2 Craven Road
Paddington
London
W2 3PY

OCD ACTION

TRUSTEE'S REPORT FOR THE YEAR ENDED 31 MARCH 2008

The Trustees present their report and accounts for the year ended 31 March 2008.

Trustees

Trustees who served during the year were as follows:

Peter Jennings - Chairman
Isobel Heyman - Vice Chairman
Carolina Costa
Robert Eddison
Dr Naomi Fineberg
Martyn Hall
Daniel Nabarro
Colin Putney
Cliff Snelling
Dr David Veale
Jeremy Vaughan
Piers Watson

Appointment of Trustees is governed by the Constitution of the Charity. Trustees are appointed at the Annual General Meeting each year and are authorised to fill vacancies arising through resignation or death of an existing Trustee.

Investment Powers

The Constitution authorises the trustees to make and hold investments using the general funds of the Charity, but no such investments are presently held.

Constitution, Objects and Policies

The Charity is established by written constitution and its objects are to relieve and rehabilitate those suffering from Obsessive Compulsive Disorder and to educate and raise the awareness of the disorder amongst the general public, so that this condition is better understood.

The policy of the Charity continues to be to seek additional finance and support to run the Charity for the benefit of current and future sufferers.

The Trustees delegate the day to day responsibility for managing the charity to the Director.

The Charity holds reserves which amount to over 15% of one-year's expenditure. The Trustees consider this is adequate to enable the Charity to maintain its activities.

Activities, Achievements and Future Developments

This year to 31st March 2008, OCD Action has continued to provide much needed support and information to those affected by Obsessive Compulsive Disorder. During the year, the Charity supported in excess of 11,500 people through helpline calls, e-mails and information packs.

The Charity's website continues to grow in popularity with visitors able to access information on the disorder and chat to other service users on a 'Discussion Board'. During the year the website received an average of 11,200 visitors per month.

This year also saw OCD Action develop as an organisation with the recruitment of a full time Administrator paid through a restricted grant from the Tudor Trust. This post has enabled the Charity to streamline its processes so that more resources can be spent on direct charitable objectives.

Towards the end of the financial year to 31st March 2008, the Charity was given the opportunity to take a significant step forward in its development. Restricted funding from a charitable trust was secured to cover the costs of a full time Director. The Charity's first Director, Joel Rose, has been in post since the end of April 2008.

In addition to a new Director, Piers Watson stepped down as Chairman in May 2008, so as to enable him to focus his efforts on fundraising activity. Following a robust recruitment process, Peter Jennings was co-opted as a Trustee and appointed as acting Chairman. Peter comes to OCD Action with a great deal of charity management and fundraising experience, following an earlier career as a Director in the commercial world.

In 2008-09, the Charity hopes to use the increased income that it plans to raise in order to refine and improve its on-line and telephone based support and information service, as well as to deliver a high quality national Conference and continue its media activity.

OCD Action's financial and administrative systems have been developed so as to manage this expected increase in income and general activity. From the start of the financial year 2008-09, accounts will be prepared on an accrual basis in line with Charity Commission requirements.

Statement of Trustees Responsibilities

The Trustees are required under the Charities Act 1993 to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year (unless the Charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing financial statements to give a true and fair view, the Trustees should follow best practice and:-

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements.
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Charity and which enable them to ascertain the financial position of the Charity and which enable them to ensure that the financial statements comply with applicable law and regulations. 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.

Approved

.....
Peter Jennings, Chairman

2008

OCD ACTION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OCD ACTION

I report on the accounts of OCD Action for the year ended 31 March 2008, which are set out on Pages 4 to 8.

Respective Responsibilities of Trustees and Examiner

As the Charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply, and that an independent examination is needed. It is my responsibility to examine the accounts under Section 43(3)(a) of the Act and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with our examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with Section 41 of the Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

have not been met: or

- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

N A H BRECKER C.A.
Caldwell & Braham
5 Breams Buildings
London
EC4A 1DY

OCD ACTION

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2008

	<u>Notes</u>	Unrestricted <u>Funds</u> £	Restricted <u>Funds</u> £	<u>2008</u> <u>Total</u> £	<u>2007</u> <u>Total</u> £
<u>Incoming Resources</u>					
Grants received		20,000	25,000	45,000	-
Large donations		15,097	-	15,097	55,139
Subscriptions and small donations		15,479	-	15,479	22,173
Sales		2,507	-	2,507	1,657
Fundraising		5,995	-	5,995	180
Bank interest received		147	-	147	77
		-----	-----	-----	-----
Total incoming resources		59,225	25,000	84,225	79,226
		=====	=====	=====	=====
<u>Resources Expended</u>					
<u>Costs of generating funds</u>					
Fundraising and publicity		10,817	-	10,817	5,512
Charitable activities		74,940	9,442	84,382	55,894
Management and administration		940	-	940	871
		-----	-----	-----	-----
Total resources expended	2	86,697	9,442	96,139	62,277
		-----	-----	-----	-----
Net movement in funds for the year		(27,472)	15,558	(11,914)	16,949
Total funds brought forward		27,605	-	27,605	10,656
		-----	-----	-----	-----
Total funds carried forward		£ 133	£ 15,558	£15,691	£27,605
		=====	=====	=====	=====

There were no recognised gains or losses for 2008 or 2007 other than those included in the Statement of Financial Activities.

The notes on Pages 6 to 8 form part of these accounts.

OCD ACTION

BALANCE SHEET AS AT 31 MARCH 2008

	<u>Notes</u>	<u>2008</u>		<u>2007</u>	
		£	£	£	£
Fixed Assets					
Tangible assets	4		5,537		6,220
Current Assets					
Stock of publications		1,464		825	
Cash at bank – Current account		5,879		10,309	
Deposit account		5,067		5,323	
Cash in hand		200		33	
Prepayments		822		6,233	
		_____		_____	
		13,432		22,723	
Creditors					
Amounts falling due within one year	3	<u>3,278</u>		<u>1,338</u>	
Net current assets			<u>10,154</u>		<u>21,385</u>
Total assets less current liabilities			<u>£ 15,691</u>		<u>£ 27,605</u>
Capital					
Unrestricted funds			133		27,605
Restricted funds	7		15,558		-
			_____		_____
			<u>£15,691</u>		<u>£ 27,605</u>

Approved by the trustees on
and signed on their behalf. 2008

.....
Peter Jennings
Chairman

The notes on page 6 to 8 form part of these accounts.

-5-
OCD ACTION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2008

1 **Accounting policies**

Basis of Preparation of Accounts

The accounts are prepared in accordance with the SORP 'Accounting and Reporting by Charities' and the FRSSE (effective 2007).

The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement as it qualifies as a small charity.

Income

Voluntary income and donations are accounted for as received by the Charity. No permanent endowments have been received in the period.

Value Added Tax

Value added tax is not recoverable by the Charity, and as such is included in the relevant costs in the Statement of Financial Activities.

Fixed Assets

Depreciation is provided at the rate of 25% per annum on cost in order to write off the assets over their estimated useful life.

Stocks

These are valued at the lower of cost or market value.

2 **Resources Expended**

	<u>2008</u>	<u>2007</u>
	£	£
Administration	16,153	13,299
Salaries and Wages	18,194	2,641
Newsletters and booklets	6,700	6,077
Fundraising costs	10,733	5,482
Publicity	84	30
Volunteers' expenses	5,209	2,017
Membership administration fees	-	4,002
Books & CDs for resale	1,439	911
Repairs and renewals	816	703
Web sales charges	-	147
IT support	3,854	1,061
Conference expenses	2,520	457
Recruitment expenses	479	231
Travelling expenses	1,280	1,571
Office costs	14,831	8,040
Telephone	1,938	1,911
Printing, postage & stationery	5,489	8,249
Accountants' fees	940	871
Depreciation	2,537	2,440
Bank charges	69	230
Training expenses	1,893	1,017
Sundry expenses	<u>981</u>	<u>890</u>
	96,139	62,277
	=====	=====

OCD ACTION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2008

	<u>2008</u>	<u>2007</u>
	£	£
3		
<u>Creditors:</u>		
Amounts falling due within one year:		
Taxation and social security	1,457	417
Accruals	1,821	921
	—	—
	3,278	1,338
	=====	=====
4		
<u>Fixed Assets</u>		
	£	£
<u>Cost</u>		
At 1 April 2007	12,852	4,559
Additions	1,854	8,293
	—	—
At 31 March 2008	14,706	12,852
	=====	=====
<u>Depreciation</u>		
At 1 April 2007	6,632	4,192
Charge for year	2,537	2,440
	—	—
At 31 March 2008	9,169	6,632
	=====	=====
<u>Net Book Values</u>		
At 31 March 2008	5,537	6,220
	=====	=====
5		
<u>Staff Costs</u>		
Wages and salaries	38,143	20,226
Social security costs	1,586	146
	—	—
	£39,729	£20,372
	=====	=====
Average number of staff	2 (part time)	1 (part time)

OCD ACTION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2008

6 Donations

We gratefully acknowledge the contributions of the following charitable organisations who have made generous donations to OCD Action during the year.

The Tudor Trust
The Sobell Foundation

7 Restricted Funds

The funds are for covering the cost of a full-time Administrator, as explained in the Trustees Report.