

**Catholic
Marriage
Care
Limited**

**Annual Report and Financial
Statements**

31 March 2008

Company Limited by Guarantee
Registration Number
417528 (England and Wales)

Charity Registration Number
218159

BUZZACOTT

Contents

Reports

Reference and administrative information	1
Vision, mission and activity – a summary	3
Chairman’s statement	4
Message from the Chief Executive	6
The Marriage Care Network	7
Directors’ report	8
Independent auditors’ report	25

Financial statements

Statement of financial activities	27
Balance sheet	30
Principal accounting policies	31
Notes to the financial statements	33

Reference and administrative information

President	His Eminence Cardinal Archbishop of Westminster, Cormac Murphy-O'Connor
Chief Executive	Mr Terry Prendergast
Directors	Mr Sidney McFarlane, MBE (Chairperson) Mrs Judith Schmidt (Vice Chair) Mr Tony Cabourn-Smith Rev Canon Michael Cooley Mr Ian Johnston Mrs Freda Lambert Mrs Truda-Anne Lee Mrs Patricia Meacock FCA Mr Hugh Parry Mr Charles Perryman Mr John Priest Mr Andrew von Speyr Revd Philip White
Secretary	Mr Terry Prendergast
Registered office	Clitherow House 1 Blythe Mews Blythe Road London W14 0NW
Telephone	+4420 7371 1341
Facsimile	+4420 7341 4921
e-mail	info@marriagecare.org.uk
Website	www.marriagecare.org.uk
Company registration number	417528 (England and Wales)
Charity registration number	218159

Reference and administrative information

Auditors	Buzzacott LLP 12 New Fetter Lane London EC4A 1AG
Investment managers	BlackRock Investment Managers Limited 33 King William Street London EC4R 9AS
Principal bankers	Royal Bank of Scotland plc PO Box 312 62-63 Threadneedle Street London EC2R 8LA
Solicitors	Arnold Fooks Chadwick 15 Bolton Street London W1Y 8AR

Vision, mission and activity – a summary

Vision and Mission of Marriage Care

Vision

Catholic Marriage Care Limited (“Marriage Care”) embraces and upholds the Christian vision of marriage as a vocation of life and love, with the power to transform the lives of the couple, the family and society. We seek to work for a society where adults are emotionally literate, able to form and sustain long-term relationships, and pass this knowledge and skill onto their own families and communities, but crucially to their own children.

Mission

Marriage Care offers support to people in their marriages, relationships and family life.

We have been involved in the development and delivery of relationship support (counselling, preparation, education, crisis helpline support) for over sixty years. We have broadened our strategic vision and scope over these years.

Summary of Marriage Care Activity

- ◆ We offer direct support to people in their marriages, relationships and their family lives through a range of services.
- ◆ We specifically help adult couples at the emotional, psychological, sexual and spiritual level.
- ◆ We seek to promote emotional literacy for young people in schools and other educational establishments, as well as for couples in adult relationships. Family breakdown, with the consequent social, emotional, psychological and economic costs, weighs heavily on UK communities, and we are therefore committed to providing accessible services for adult couples in preparation and support for marriage and all long-term relationships.
- ◆ The current concern in relation to parenting has caused us to work more closely with the adult couple as parent, both in our own work and in partnership with other agencies. In this, we have worked closely, and have been supported by, our Government partner, the Department for Children, Schools and Families.
- ◆ We continue to provide all of these services through a local network of committed and professionally trained volunteers in England and Wales, supported by a small paid workforce, with an emphasis on providing accessible services at a time that people want this, and at affordable rates (cf. page 7 for the Marriage Care Network).

Chairman's statement

Chairman's Statement for the year 2007-2008

It is a pleasure as Chairman of Catholic Marriage Care to present the annual report of our activities for 2007-2008. With my imminent constitutional retirement in November 2008, this is the last report that I introduce, and it is one that I am particularly pleased to be able to make with regards to performance, following the achievement of one of our principal strategic goals, i.e. unification of the charity.

Marriage Care has had a remarkably successful year. We have continued to maintain high standards of operational performance in all aspects of service delivery to our clients, and in the training of our practitioners. We have also remained exceptionally focussed on the development of the three-year strategy articulated in last year's annual report, part of which is the on-going project, '*Making Marriage Care a Household Name*', which seeks *inter alia*, the raising of the profile of Marriage Care. Regarding the financial aspect of the strategy, significant strides have been made in many areas; one of which is the absorption of local Centre budgets into a whole organisation budget, and we are now better able to set budgetary objectives that are quantified; and we can therefore easily calculate whether we have met those objectives. In general, the year has seen a consistent performance in the delivery of service in the support of people in marriage, long-term relationships and family life.

Our organisation is, in my view, in better shape, both in financial management and in reputation, than at any time in recent past. As a Board, the directors have also remained absolutely focused in ensuring rigorous monitoring of income and expenditure, so that financial resources are managed in a way that achieves optimal value for money. In this, and in all other activities, the Board has been greatly assisted in its deliberations and decisions by the effective leadership of the Chief Executive and his management team, and through direct feedback from the Marriage Care Forum. With the establishment of this Forum, communication channels have been more effective, and perceived barriers between Centres and National Office have been diminished if not wholly eliminated. It is essential, therefore, that the role of the Forum continues to develop and be strengthened in a way that ensures that this vital communication linkage between the Board, the Chief Executive, his Management team, and local Centres becomes strongly rooted in the organisational structure.

Since the year end, the charity has received a donation of circa £215,000 from the Roman Catholic Diocese of Clifton following the disposal by the Diocese of a property.

The activities and achievements described in this annual report, not only reflect the skills, expertise and commitment of our current staff and volunteers, but also all those who have helped to accumulate the evident wealth of experience and expertise that has been so soundly embedded within the organisation over these past 60 years. In this regard, it was very appropriate that we should publicly recognise all our volunteers who have given long

Chairman's statement

Chairman's Statement for the year 2007-2008 (continued)

and continuing service under the Marriage Care Meritorious Award Scheme, which was introduced by the Board jointly with the Catholic Diocesan Bishops in 2005. Since the inception of this Awards Scheme a total of 135 names have been entered on the Roll of Honour in recognition of 2,495 years of service gifted to Marriage Care, or 'putting faith into action', as many volunteers have asserted.

We are, individually and as an organisation, very aware that marriage and family life in today's increasingly secular society are facing emerging challenges, and if we are to continue to meet those challenges, it is fundamental that we keep on strengthening Marriage Care, to service more effectively its mission of life-long support for people in their marriages, relationships and family life. In this regard, the future growth and development of the organisation is essential, both in terms of continuing service improvement and delivering new outcomes. I am confident that, in the months ahead, the Board will continue to lead and inspire growth based on providing excellent services, and also exploring the introduction of new services to meet the emerging needs of clients.

I would like to thank the Chief Executive, his management team and staff, and volunteers very much for this and preceding successful years. Their professionalism, commitment, dedication and achievements have been outstanding. I should also pay tribute to my fellow directors for not only electing me as Chairman, but for their help and support, which has been so vital for a cohesive and successful Board. I am confident that my successor will benefit from a similar relationship.

Finally, it has been an honour and privilege to serve as Chairman of Marriage Care over the past 6 years. It has been in every positive sense, a challenging, happy and enjoyable two terms of office. I wish all of you, and this wonderful organisation all the best for the future.

SIDNEY MCFARLANE MBE
Chair of the Board of Directors

Date: 1 November 2008

Message from the Chief Executive

The Chief Executive's comment for the year 2007-2008

I would like to start by endorsing the comments made by the Chairman about the development of Marriage Care during this year, and of the continuing tremendous level of support given by all the volunteers up and down England and Wales – this was ably backed up by the small paid workforce. This kind of commitment and valuing of the organisation and its work is the life-blood of Marriage Care, and it is without equal.

Given that Sidney McFarlane has noted in the previous pages his own end of tenure, I would add that it has been a pleasure and privilege to work with him. His enthusiasm and commitment to Marriage Care is well known within the charity and has been felt by all of those who have met and know him. I feel sure that the process of unification would not have been as easy or as successful without his resilience and willingness to meet people in Centres locally and discuss the development openly with them. It is probably appropriate also to mention that Ian Johnston will come to end of his term at the next AGM and he also has committed 6 years to the work of the Board, chairing the Unification Committee at one stage. He has also been a stalwart member of the Finance Committee whilst remaining Chair of the Greater Manchester Centre. These two itemised commitments are a mirror of that found in all Centres in Marriage Care and the reason why we remain such an extraordinary organisation.

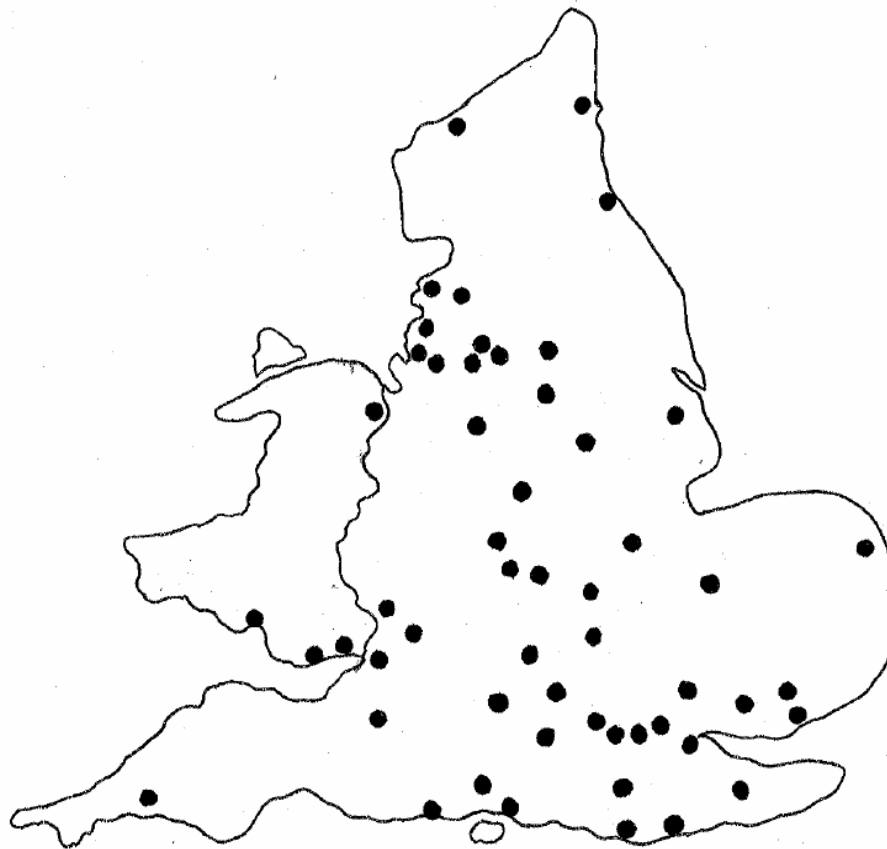
I have noted the significant changes in media attention since the commencement of our partnership with *Geronimo*, the PR company we are working with. The importance of raising Marriage Care's profile cannot be over-stressed since there are countless people in England and Wales who need our services but who remain unaware of what is on offer.

The continuance of providing safe, affordable and effective services for those preparing for relationships, and those who run into difficulties whilst in them, remains the main benefit that Marriage Care offers to UK society. In addition to this, developing other partnerships, with PACT and One Plus One (see page 16) for example, shows the willingness of the organisation to engage with others and push back boundaries in order to ensure that those who need our help get it. In all of this work, we have been indebted to our Government partner, the Department for Children, Schools and Families (DCSF), for its financial backing and also strategic direction in relation to the support for families.

As the Chairman has said, the organisation is in a very stable position and continues to grow and develop within the current available supports and the skill, knowledge and experience of the whole workforce.

TERRY PRENDERGAST
Chief Executive

Date: 1 November 2008



Barnet & Enfield	Hereford	Portsmouth
Birmingham	Ilford	Preston
Blackheath	Leeds	Reading
Blackpool	Lincolnshire North	South Bucks
Bournemouth & Poole	Liverpool	South/Mid Cheshire
Brighton	London	Southampton
Bristol	Marriage Care South West	Southend
Cardiff	Medway Towns	Southport
Carlisle	Milton Keynes	Stockport
Chelmsford	Newmarket	Swansea
Cleveland	Newport	Trafford
Coventry	North East Hants	Tyneside
Crawley	North Staffs	Warrington
Croydon	Northamptonshire	Wiltshire
Eastbourne	Norfolk	Wimbledon
Gloucestershire	Nottingham & Derby	Wolverhampton & Dudley
Greater Manchester**	Oxford	Wrexham
Hallam	Peterborough	National Office
** Greater Manchester incorporates Bolton, Rochdale, Oldham, Wigan and Salford.		
Marriage Care also has a Centre based in Gibraltar.		

The directors present their statutory report together with the financial statements of Catholic Marriage Care Limited (Marriage Care) for the year ended 31 March 2008.

The report, which constitutes a directors' report for the purposes of company legislation, has been prepared in accordance with Part VI of the Charities Act 1993.

The financial statements have been prepared in accordance with the accounting policies set out on pages 29 and 30 of the attached accounts and comply with the charitable company's Memorandum and Articles of Association, applicable laws and the requirements of the Statement of Recommended Practice on "Accounting and Reporting by Charities" issued in March 2005.

Constitution

Catholic Marriage Care Limited (Marriage Care), a charity registered under the Charities Act 1993, is constituted as a company limited by guarantee and is governed by Memorandum and Articles of Association. In the event of the charity being wound up during the period of membership, or within the year following, company members are required to contribute an amount not exceeding £1.

Scope

From 1 April 2000, the activities, assets and liabilities of the local Marriage Care Centres have been included within the charity's accounts.

Structure

The charity is comprised of 53 local Centres, which provide the organisation's direct services, and a national office. All of the people in the Centres work on a voluntary basis with the exception of a very small number of people who are employed at local level. They are supported by a small paid workforce which operates mainly from the national office in London, though some people work remotely. The charity is governed by a Board of Directors who meet regularly throughout the year and which is supported in its work by the Chief Executive and his management team, Board sub-committees, and the Marriage Care Forum. There is a high level of attendance by all parties in their respective settings that allows for good governance and management. In addition, all local Centres meet as local units throughout the year to co-ordinate their work, share best practice and reflect on meeting local needs.

Governance

Directors

No director received any remuneration from the charity during the year (2007 - £nil) but a total of £3,163 (2007 - £4,723) was reimbursed for out of pocket travelling and subsistence expenses to 10 (2007 - 7) directors. Of these expenses, £500 (2007 - £767) was donated back to the charity under Gift Aid.

One director had a beneficial interest in a contract with the charity during the year. Mrs Jane Perryman was appointed in December 2007 after fair and open competition as the best candidate to fulfil the role of Services Development Manager with the charity at a salary of £14,560 (reviewable annually). She is married to a director (Mr Charles Perryman) who took no part in the deliberations or decision to appoint her. By virtue of their relationship (married couple living together and sharing common household expenses), Mr Perryman derives a personal benefit from Mrs Perryman's employment. This arrangement is endorsed by the Board and in accordance with our governing provisions as a charity.

Election of directors

The directors are elected at the Annual General Meeting of the charity by the membership. Those eligible to vote are determined by their membership of the charity on 1 September of any one year. There is a clear voting process. Candidates for election as directors must be members of the charity and a proportion of them must be Catholics. Election is carried out by simple majority vote. In addition, the directors have the power to co-opt people during the year to help deal with specific matters. Also, in addition, the President also has the power to nominate someone to serve as a director.

The following directors were in office at the date on which this annual report was approved and served on the Board throughout the year to 31 March 2008, except where shown.

Trustees	Appointed / Retired
Mr Tony Cabourn-Smith - Mr Cabourn-Smith is a retired senior partner of a major accounting firm. He is the Treasurer of the Wimbledon Centre, where he is also a counsellor and FOCCUS facilitator.	Co-opted to the Board in September 2008
Rev Canon Michael Cooley - Fr Michael is parish priest of Our Lady of La Salette and St Joseph, in Bermondsey, the Diocese of Southwark. He is the President's nominee and a Theologian	
Mr Ian Johnston - Mr Johnston is a retired company manager of Total Oil, and also the Chair of the Greater Manchester Marriage Care Centre. He is also active in his local village church.	
Mrs Freda Lambert - Mrs Lambert is the Vice-President of the National Board of Catholic Women.	
Mrs Truda-Anne Lee - Mrs Lee has been a counsellor, supervisor and tutor in Marriage Care for many years. She is also Chair of the Services Committee.	

Governance (continued)

<p>Mr Sidney McFarlane, MBE - Mr McFarlane is a retired RAF officer with a HR background. He is an 'independent member' of the Lincolnshire Criminal Justice Board Community Confidence Delivery Group and Chairman of Lincolnshire Crown Prosecution Service Hate Crime Scrutiny Panel. He is former chair/member of the Independent Monitoring Board for HMP Lincoln, the Lincolnshire Probation Board and Lincolnshire Racial Equality Council.</p>	
<p>Mrs Patricia Meacock - Mrs Meacock is a retired accountant and also a counsellor and supervisor for Marriage Care, based in Norwich.</p>	
<p>Mr Hugh Parry - Mr Parry has a background in financial services and insurance. He is also a counsellor for Marriage Care in Bournemouth and Poole.</p>	
<p>Mr Charles Perryman - Mr Perryman is a retired engineer. He is a magistrate and also chairs the South Yorkshire Police Authority. He is also a counsellor, supervisor and tutor in Marriage Care, based in the Hallam Centre.</p>	
<p>Mr John Priest - Mr Priest is a former counsellor and Regional Officer in Marriage Care, actively supporting the Gloucestershire Centre as a member.</p>	
<p>Mrs Judith Schmidt - Mrs Schmidt is a former counsellor with Marriage Care and former Chair of the Oxford Centre. She is also a Barrister and Magistrate. She is also vice-Chair of the Board and Chair-elect, and Chair of the Finance Committee.</p>	
<p>Mr Andrew von Speyr - Mr von Speyr has a background in marketing with Kraft Foods. He also is the chair of the Gloucestershire Centre.</p>	
<p>Revd Philip White - Mr White is Head of Legal Services with the Charity Commission in Liverpool.; and a deacon of the Diocese of Shrewsbury He is also a marriage preparation provider and counsellor in (and chaplain to) the Liverpool/Wirral Centre.</p>	<p>Co-opted to the Board in December 2007</p>

Policies and procedures relating to Directors' training and induction

All directors receive an induction pack prior to joining the Board so that they are equipped to carry out their role. Additionally, new Board members receive direct support from the Chairman of the Board and the Chief Executive. In order to keep Board members informed of the charity's on-going work, each main area of activity is reported on at subsequent Board meetings. Further, the Board chooses, from time to time, to meet more informally to work on specific areas of development.

Governance (continued)

Directors' responsibilities statement

Company law requires the directors (who are 'charity trustees' for the purpose of the Charities Act) to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year, and of its incoming resources and the application of resources, including its income and expenditure, for the financial year. In preparing financial statements, giving a true and fair view, directors are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- ◆ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The directors are responsible for maintaining proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and that enables them to ensure that the financial statements comply with the Companies Acts 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.

Each of the directors confirms that:

- ◆ so far as the director is aware, there is no relevant audit information of which the company's auditors are unaware; and
- ◆ the director has taken all steps that s/he ought to have taken as a director in order to make herself/himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s234ZA of the Companies Act 1985.

Organisational structure

The directors have five meetings in each year. In addition, during the year, we held an Awayday to focus on future development. During this year, we worked on the following areas, as well as the on-going maintenance matters:

- ◆ raising the profile of Marriage Care, under the title *Making Marriage Care a Household Name*;

Governance (continued)

Organisational structure (continued)

- ◆ continuing to work on ensuring that the financial resources of the organisation are put to best use;
- ◆ succession planning for the Chair's post (the current Chairman will retire in November 2008);
- ◆ the annual risk assessment review;

In addition, the Finance Committee met five times during the year, and the Services Committee met three times. These are sub-Committees of the main Board.

The national office, under the leadership of the Chief Executive worked with both the Board of Directors and Marriage Care Centres. The management team of the national office met eight times during the year. The team's role is to ensure that all major issues related to functioning and development are dealt with, and targets and strategies set. The management team are supported by a small administration team.

The 53 Centres of Marriage Care also worked hard during the year. Given the different structure and nature of Centres – each tries to respond to local need and is therefore structured on this basis – there were a number of different meetings of Centre personnel during the year. Some Centres find it useful to meet very regularly whilst others meet more infrequently.

The key element that links all of the above is the Marriage Care Forum. This group, made up of 16 representatives of Centres, plus Board members and the Chief Executive and some of his staff, met three times during the year to focus on key Marriage Care issues. Included in the year's work was in-depth work on developing the Centre management structure and profile, working on the programme aimed at raising Marriage Care's profile, and in-depth work on marriage preparation.

There were high levels of attendance at all of these meetings. There is a marked commitment to Marriage Care by its members and staff, and this is reflected in the efficacy and efficiency of these different settings.

Governance (continued)

Risk management

The directors have assessed the major risks to which the charity is exposed, in particular those relating to the specific operational areas of the charity, its investments and its finances. We believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, we have established effective systems to mitigate those risks. We produced a detailed risk management document and this is reviewed formally in the July Board meeting each year, as well as paying attention to this area of activity as part of the regular Board and sub-committee meetings. The Chief Executive maintains an oversight on a day-to-day basis. There have been a number of amendments and updates to this year's analysis based on practice development, legal matters and a perspective on the general welfare of the charity. Policies are in place covering all of the charity's work and all aspects of its functioning and operation. These policies are disseminated to all Centres when they are reviewed and amended. New policies are brought into operation as the need arises, or to comply with changes in legislation or practice.

Objectives and activities

Principal aims and activities

The main objective of Marriage Care is to provide for the life-long support of couples in marriage, long-term relationships and family life. It does this by promoting the delivery of services supporting marriage and relationship through the local Marriage Care Centres which provide:

- ◆ relationship counselling
- ◆ marriage preparation
- ◆ relationship education training

In addition, the national office provides a telephone helpline for people in immediate crisis with relationship difficulties, and aids the Centres in volunteer selection and training so that they can offer the services noted above. Further, the national office provides information and advice to the general public about how to go about the process of marrying, normally in the Catholic Church, also more generally. Information about marriage, for students, researchers and journalists is also provided, mainly centrally but also through Centre personnel.

Work carried out during the year

As noted above, the key element in Marriage Care is the close working relationship between the Centres and national office. Other than the telephone helpline, virtually all work with service users happens in the 53 Centres. Counselling, marriage preparation and education work went on during the year, and the national office provided training, consultation and policy and practice support to enable all of this.

Objectives and activities (continued)

Work carried out during the year (continued)

During the year, trainee counsellors achieved certificate qualifications working with the following Centres:

Blackheath	Liverpool (2)
Carlisle	Marriage Care South West (4)
Colchester and Ipswich (2)	Preston (2)
Croydon	Reading
Greater Manchester (2)	South Buckinghamshire
Hallam	Trafford
Leeds	Tyneside (2)
Leicester	Warrington

In addition, there has been a comprehensive continuing professional development programme (CPD) and the following Centres were represented in the different events:

Barnet and Enfield	Hallam	Portsmouth
Birmingham	Hereford	Preston
Blackheath	Ilford	Reading
Blackpool	Leeds	Southampton
Bournemouth and Poole	Lincolnshire	Southport
Brighton	Liverpool	South and Mid-Cheshire
Cardiff	London	Stockport
Carlisle	Marriage Care South West	Swansea
Chelmsford	Medway Towns	Trafford
Cleveland	Milton Keynes	Tyneside
Colchester and Ipswich	Newmarket	Wiltshire
Coventry	North Staffordshire	Wimbledon
Croydon	Northampton	Wolverhampton
Eastbourne	Nottingham and Derby	Wrexham
Greater Manchester	Oxford	
Gloucestershire	Peterborough	

The other major service provided by the charity is marriage and relationship preparation using two approaches. One is a skills-based group course structure and, during the year, the following Centres had newly trained personnel in post:

Birmingham	Reading (2)
Bristol	South and Mid-Cheshire (3)
Coventry	Southport (3)
Greater Manchester (2)	Stockport
Marriage Care South West (6)	Swansea
Nottingham (3)	Trafford (2)

Newmarket and Cambridge	Tyneside (8)
-------------------------	--------------

Objectives and activities (continued)

Work carried out during the year (continued)

The other approach is an inventory-based approach using a method developed by our partners in America, FOCCUS Inc. FOCCUS (Facilitating Open Couple Communication, Understanding and Study) uses a computer-based inventory system to build up a profile of the couple. During the year, the following Centres had new facilitators in place:

Blackheath (3)	London (3)
Brighton	North East Hampshire
Carlisle (4)	Southampton

The additional development for FOCCUS during the year was the use of the inventory on-line, thus making this service even more accessible for service users. This has proved a welcome addition and also has reduced the need for staff activity since the inventories are processed on-line in America.

Alongside the above, the local Centres are continually meeting local needs, within their spheres of competence. As an example of this, the following Centres were engaged in the following activities:

- ◆ the Bournemouth and Poole Centre were engaged in media work with their local TV station, with Centre personnel presenting information and material related to preparation for marriage. In addition, they increased their annual number of marriage preparation courses because of demand;
- ◆ the Wimbledon Centre has engaged in a newly developed marriage preparation programme and this has proved to be both successful and sought after;
- ◆ the North East Hampshire Centre has engaged with the local Catholic Diocese to provide an area-wide marriage preparation programme (the Centres in Portsmouth and Southampton have also been involved in this work);
- ◆ the Carlisle Centre has engaged in spreading new publicity material in its area, both for marriage preparation and also relationship counselling, given the demands and geography of that part of England;
- ◆ in order to provide more counsellors, a new Fast Track course has been developed and the Preston and Marriage Care South West Centres have been actively involved in this programme;
- ◆ the Southport Centre has increased its personnel and has been able to continue to provide a good local service, where couples had a significant number of children under 16.

Objectives and activities (continued)

Work carried out during the year (continued)

During the year, the National Telephone Appointments Service has continued to grow with more than half of the Marriage Care Centres now using the service. This is a very useful service operating from 10.00 am to 9.00 pm, providing a “live” voice for service users. It has made the operation more efficient and focused, something that is vital when working with volunteers. The service is managed by a member of the national office management team.

The national office itself has continued to lead in the area of working in partnership with other agencies, and this is replicated at local level. A key partnership during the year have been with PACT (Prisoners And Carers Trust), working with prisoners and their families. It is a little-known fact that there are more children separated from parents due to incarceration per annum than from divorce. Having started the work in one prison in London, the development is now being worked on in another London prison. The intention is to run this work throughout England and Wales for this forgotten group of people. The other major development has been with One Plus One Partnership Research. One Plus One have developed two different web-based resources for parents and couples and Marriage Care counsellors are providing facilitation, moderation and support on these schemes. Marriage Care has also been engaged with a Shia Muslim group in the South Midlands preparing people to be trainers on marriage preparation courses.

In order to raise the profile of Marriage Care, we commenced work with a media and publicity agency, Geronimo. It is too early to comment realistically on achievement here, but the initial signs have been encouraging. This work has been augmented by the complete re-working of publicity materials. New materials are now in place and available to all Centres so that work can be advertised. The newly re-built website will be on line in the early part of the next reporting period and it will contain images from the publicity in order to maintain a coherent, corporate image to help promote services available to client and service users.

Marriage Care is continually exploring and seeking out new methods of work, or taking up tried and tested services. To that end, the Head of Relationship and Marriage Education attended the SMART Marriages Conference in America during the year. Further, the Chief Executive continues to chair the International Commission on Couple and Family Relations (ICCFR), an international group focused on our area of work with links to the UN. In addition, he has also started to attend meetings of FAFCE (the Federation of Catholic Family Associations in Europe) to provide further information and resource for the organisation in our field of work and activity.

Achievements and performance

Relationship and Marriage Education

Work with young people, and teaching staff, has continued in different parts of the country, using mainly the programmes developed with DCSF support and which are now on Marriage Care's website. In addition, we have continued to experience a large number of downloads from the website of the 76 lesson plans developed specifically for schools in the area of relationship education and emotional intelligence.

Marriage Care has worked with almost a third of the people who wish to marry in the Catholic Church, thus allowing us to influence these people, some of whom were already parents since the vast majority of those who attend our courses are cohabiting.

We are in the process of developing a brief adult education programme on relationship building and sustaining relationships, so as to provide people in long-term relationships, and those planning such relationships, with tools to build strong foundations into their lives.

It is clear from figures produced by the Office of National Statistics that fewer people are marrying and this has had an impact on marriage preparation numbers. We, however, received virtually 100% evaluation forms from service users (couples complete them as the course ends). Feedback shows clients see clear benefits in attending and levels of satisfaction match the target – for example, one client noted that what he had learned on the first day could have saved his first marriage. The groups are varied – all of the couples have included at least one Catholic though it is unusual to have a couple where both are Catholic. The increase in the use of FOCCUS has meant that there is now a much broader choice for couples preparing for long-term relationships, with FOCCUS offering a more flexible opportunity for people.

Relationship Counselling

The new Diploma in Relationship Counselling has now been completed as a development and the first new course will commence, with our University partner, in October 2008. In the meantime, the Certificate programme has been run with 17 new people joining the volunteer workforce (see above for details).

Nine new supervisors were also added to the volunteer workforce during this reporting period, in order to ensure the safety and quality of practice for clients. In addition, nine practice development events were run in different parts of the country to further enhance practice.

The evaluation feedback from clients who come for relationship counselling is moving, helpful and instructive. A very small selection of responses on how counselling helped and other relevant comments, are set out below:

Achievements and performance (continued)

Relationship Counselling (continued)

"Helped us focus again on ourselves as a couple, as opposed to parents".

"We have, thanks to counselling, reached a much deeper understanding of each other as individuals and partners, without which the above (pregnancy) would not have happened".

"We both wanted to say a very big thank you for your help and kindness. The work you do and especially the way you approach it cannot be underestimated and you have re-instated our faith in human nature. We don't feel the need to see you presently, but again would like to thank you on behalf of ourselves and our children and wish you a very happy future yourself".

"Helped us to hear each other's feelings and helped therefore to look at each other again with different eyes, be more positive and put past behind us".

The cultural and spiritual breadth of people seeking to train and work as relationship counsellors continues. Given the faith-base of Marriage Care, the majority of these remain Catholic, though we have numbers from other Christian communities, some of no faith, and one Muslim currently training. The respective levels of different cultures and communities in England are well represented in our trainees. Our concerns for all of the volunteers is the declining numbers of those coming forward, hence the three-year strategic programme to raise the organisation's profile to attract new volunteers as well as service users.

At the annual tutor training event, 34 tutors (trainers) attended in October – the best attendance figure in years. These people are another fundamental group within Marriage Care since they deliver every piece of internal training and do this at no charge to the organisation.

Quality Assurance and Practice Development

The continuing development of the national telephone appointments service has started to produce more timely and reliable statistics.

For some time, there has been a general unhappiness with the organisation's main database and so there has been the continuing development of a new facility, using a web-based system, and this is going to allow much more of an open access to the whole organisation, cutting down on communication issues, and providing open access.

The Quality Assurance system has progressed but the final completion has been set back to 2009 because of re-developing the organisation's website and developing a new database. Progress towards targets remains good. As part of the development, all policies that were due for review have been looked at. The system has also allowed for a more extensive review of some key policies, such the policy on confidentiality.

Achievements and performance (continued)

Quality Assurance and Practice Development (continued)

The numbers of client evaluation forms from relationship counselling continues to increase. There is virtually a 100% response in relation to evaluation forms from marriage preparation. There has been a sharp increase in the numbers of returned annual reports from Supervisors on the counsellors they supervise. This is the result of work with the Supervisors and counsellors, explaining the importance of this information.

It has allowed the relevant manager to explore issues that have come to light in relation to practice, thus leading to enhanced care and support for service users. All of this information is used to provide direction and evidence for the enhancement of services for users.

The supervisory meetings with the Head of Practice Development have been occurring and the resultant increase in returns and information-flow has proved to be more than helpful in exploring difficult practice matters. The take-up on in-service training (CPD) has increased to expected levels. On this account, the Head of Practice Development has been able to advise the management team on key issues facing practitioners, and areas that needed attention.

Telephone Helpline

The Helpline continues to provide a good and reliable service to those who are in immediate crisis in their relationships. It is clearly a "pressure release" for many people in families. The line is now well staffed and we have the services, for eight months, of a social work student who will be carrying out analysis as this fits also with her course requirements. The number of calls is difficult to manage but there are huge numbers of callers on the days that Marriage Care is mentioned on a TV programme, or when relationships are a topic on such a programme.

The line continues to provide high levels of immediate support to many in deep distress. The volume of calls is very difficult to predict but the increase in awareness of Marriage Care because of the profile-raising strategy means that the general public continue to become aware of the service. As has been noted in the past, women who cannot access more traditional routes of help, and men have been the main users. The work is very difficult and stressful for workers, with a high level of calls related to suicide and other forms of violence. The volume of calls to the line remains very high (in excess of 8,000 per annum) and the increase in personnel has meant that more calls have been answered.

Local Centre Management

There has been extensive work carried out in re-structuring and configuring the Centre Management tasks and roles. The local Centres are most effective and efficient, and the service user-friendly, when there is strong local management. The risk assessment guidelines have been reviewed to help practitioners provide a good and supportive service for those who seek out help. The areas that these guidelines cover are: domestic abuse; child abuse; suicide; and mental health issues.

Achievements and performance (continued)

Local Centre Management (continued)

The Centre Handbook has been reviewed with amendments made. As noted above, Centre Management is vital for the efficacy and effectiveness of local services. The processes and job specifications for these volunteers have been reviewed widely within the organisation, resulting in a clearer definition of the Centre Chair's role.

Value for money

All of the above work was carried out with the help of the volunteer workforce of Marriage Care. We do not pay our workers, other than the national office staff, and the voluntary contribution of people up and down the country continues to be one of the organisation's greatest assets. This is an almost unique situation in a relationship support agency providing a very good value for money level of support for families.

Again, the supervisory workforce provide their services free of charge – given the relative numbers of supervisees, sessions and what would be the rate of payment, we conservatively estimate that the true cost of having to provide this service at the market rate would be in excess of £83,000. The tutors, or training team, are another fundamental group within Marriage Care since they deliver every piece of internal training and do this at no charge to the organisation. We conservatively estimate that the respective market rate for providing this training is around £237,000. This has meant that we have been able to maintain our provision of varied services without paying any of the service providers. Finally, with 53 Centre Chairs in post, with additional Centre support from Treasurers, providing in the region of £300,000 per annum in voluntary time and expertise, at conservatively estimated market rates, this again is a huge gift of time and *revenue* to the support of families (£620,000 in total).

It should be noted that none of the above figures are contained in the accounts.

Future plans

The next task facing the directors will be setting out a plan determining the strategic development of the organisation for the next five years. We intend to hold Away-Days in order to ensure that we get the correct thinking done, and plan to employ external facilitators to aid this process.

Building up the Centre Management resource is crucial and so there will two conferences held early in the new financial year for Centre Chairs and Treasurers in order to ascertain their needs over the next few years.

The relationship education development for adults will be tested early in the new financial year. It is hoped that this is successful since it will allow Marriage Care to make more of an impact with those who might not consider, at least initially, taking up our services.

Future plans (continued)

The new development with One Plus One commenced in July 2008 and it is hoped that this becomes a successful programme. There are seven relationship counsellors involved from the outset.

Discussions are also being held with an American organisation that has come to the attention of Marriage Care through the Chief Executive's work with ICCFR. This is a programme for children, and their divorcing parents, to help them negotiate this difficult and painful process. Discussions will be held with *Kids' Turn*TM in early summer of 2008 with follow-up meetings in the Autumn.

The current database will be disposed of and a new web-based system will be put in place to manage information in a much better way. The new system will also allow the membership of Marriage Care to have a greater access to information and also to record information (statistics from counselling, for example).

Public Benefit

It will be obvious from a reading of the foregoing how we carry out our charitable aims for the public benefit. Positively, it is generally accepted that individual mature human flourishing requires the presence of successful and enduring close personal and social relationships. The services we offer to the community (the overwhelming majority of which we make available without discrimination on grounds of belief, ethnicity or race, sex, ability or sexual orientation) are directly promoting precisely such relationships and would be accepted by the consensus of informed and unbiased opinion as conferring benefit on the public or a substantial section of it. Further, it is also so accepted that as well as individual benefits to members of the community, the more general societal benefits flowing from the existence and maintenance of stable relationships, particularly those involving children, are well attested and documented in academic and other literature. Negatively, it has already been noted that the breakdown, of family units with the consequent social, emotional, psychological and economic costs, weighs heavily on UK communities,.

Amongst other indicators of public benefit, there is the clear public policy evidenced by government's commitment to stable personal family units, particularly where children are involved, witnessed by the support of our work by the Department for Children, Schools and Families. Such public policy has clear cross-party support.

Financial review

Financial report for the year

Incoming resources decreased during the year to £855,100 in 2008 from £911,535 in 2007. Expenditure has decreased to £952,284 in 2008 from £963,740 in 2007. This decrease is largely due to a reduction in the planned expenditure.

Financial review (continued)

Financial report for the year (continued)

Net investment losses of £17,239 for the year gave rise to a final decrease in funds of £114,423 (2007: decrease of £49,546) from the preceding year. Total funds carried forward at 31 March 2008 amounted to £976,358 (2007 £1,090,781).

Reserves policy and financial position

As the foregoing sections demonstrate, Marriage Care carries out a diverse range of services and activities, mainly offered by the Marriage Care Centres, so the development and support of these Centre is crucial to the objectives and can only be achieved fully over the medium to long-term. Thus, all areas of the charity's commitments require long-term and sustained funding, and investment.

In the light of these requirements, the directors consider that, given the nature of the charity's work, the level of free reserves should at any one time be equivalent to at least twelve months' grant from the DCFS, i.e. approximately £400,000. The directors are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources due to timing differences in income flows, adequate to working capital to cover core costs, and will allow the charity to respond to unforeseen emergencies whilst specific action plans are formulated and implemented.

The desired level of reserves has been achieved, with the balance sheet showing that the general funds of the charity at 31 March 2008 total £428,474. The intention is to continue to monitor and manage income and expenditure closely so that the two are kept broadly in balance, and the directors remain confident that this can be achieved over the next three years.

The balance sheet includes restricted funds of £38,063. These monies have either been raised for, and their use restricted to specific purposes, or they comprise donations subject to donor-imposed conditions. Full details of the restricted funds can be found in note 14 to the accounts together with an analysis of the movement in the year.

Funds amounting to £402,192 have been set aside by the directors in a tangible fixed assets fund. The funds represents the net book value of the charity's fixed assets at 31 March 2008. The tangible fixed assets are essential to the charity being able to fulfil its objectives and carry out it work and as such the funds they represent should not be regarded as realisable in order to meet ongoing expenditure or commitments.

In addition, funds totalling £107,629 have been designated, or set aside, by the directors represent the resources required to fund the working capital and immediate development needs of Centres. This reduction against previous years is explained in note 16 to the financial statements.

Financial review (continued)

The charity's assets

Acquisitions and disposals of fixed assets during the year are recorded in the notes to the financial statements.

The directors are of the opinion that the market value of the freehold property is in excess of the net book value at which it is shown on the balance sheet.

Investment powers of the directors

The Memorandum of Association prescribes the investment powers of the directors as follows:

“To deposit or invest funds in any manner (but to invest only after obtaining advice from a financial expert and having regard to the suitability of investments and the need for diversification).”

There is further power to delegate (subject to certain conditions) the management of investments to a financial expert and to arrange for investments to be held by a nominee.

Investments of Marriage Care comprise funds invested in unit trusts managed by Blackrock Investment Managers Limited. They are split between Charinco-income and Charishare-medium term growth shareholdings. The overall policy is to maximise growth in the medium-term taking account of income requirements needed to fund expenditure in the short-term. Regular contact is maintained with the investment managers to review investment strategy and to formulate future policy.

The directors are of the opinion that their investment policy is appropriate and will be achieved satisfactorily.

Employees

Catholic Marriage Care Limited strives to be an equal opportunities employer and applies objective criteria to assess on merit. Selection criteria and procedures are reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees are given an equal opportunity and, where appropriate and possible, special training to enable them to progress both within and outside the organisation. Catholic Marriage Care Limited is committed to a programme of action to make this policy effective and brings it to the attention of all employees.

Directors' report 31 March 2008

Auditors

The auditors, Buzzacott, will be proposed for re-appointment in accordance with the Section 385 of the Companies Act 1985.

Signed on behalf of the directors:

SIDNEY MCFARLANE MBE
Director

Approved by the directors on: 1 November 2008

Report of the independent auditors to the members of Catholic Marriage Care Limited

We have audited the financial statements on pages 27 to 42 which have been prepared under the historical cost convention, as modified by the inclusion of investments at market value, and the accounting policies set out on pages 31 and 32.

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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.

Respective responsibilities of directors and auditors

As described on pages 10 the directors, who are also the trustees of Catholic Marriage Care Limited for the purposes of charity law, are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and 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 if, in our opinion, the directors' report is not consistent with the financial statements, if the charity 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 directors' remuneration and transactions with the charity is not disclosed.

We read all other information contained in the directors' report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of 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 charity's circumstances, consistently applied and adequately disclosed.

Independent auditors' report 31 March 2008

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether 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 United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charity as at 31 March 2008 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended;
- ◆ the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- ◆ the information given in the directors' report is consistent with the financial statements.

BUZZACOTT LLP
Chartered Accountants and Registered Auditors
12 New Fetter Lane
London
EC4A 1AG

5 November 2008

Statement of financial activities Year to 31 March 2008

	Notes	Unrestricted funds			Total 2008 funds £	Total 2007 funds £
		General fund £	Tangible fixed assets fund & designated funds £	Restricted funds £		
Income and expenditure						
Incoming resources						
<i>Incoming resources from generated funds</i>						
. Voluntary income	1	135,802	—	423,540	559,342	625,348
. Investment income and interest receivable	2	29,709	—	—	29,709	27,745
<i>Incoming resources from charitable activities</i>						
. Counselling and training		106,285	—	—	106,285	131,496
. Marriage preparation		142,980	—	—	142,980	87,433
. Annual conference		16,784	—	—	16,784	17,185
<i>Other incoming resources</i>		—	—	—	—	22,328
Total incoming resources		431,560	—	423,540	855,100	911,535
Resources expended						
<i>Cost of generating funds</i>						
	3	527	—	13,920	14,447	18,610
<i>Charitable activities</i>						
. Counselling and training	4	273,477	—	322,395	595,872	553,778
. Marriage preparation		88,442	—	92,107	180,549	173,510
. Relationship education		2,109	—	12,002	14,111	43,039
. Telephone helpline		6,284	—	19,310	25,594	25,542
. Projects		—	—	43,061	43,061	72,110
. Annual conference		53,935	—	—	53,935	50,192
<i>Governance costs</i>	6	24,715	—	—	24,715	26,959
Total resources expended		449,489	—	502,795	952,284	963,740
Net outgoing resources before transfers						
	7	(17,929)	—	(79,255)	(97,184)	(52,205)
Transfers between funds						
	15,16	426,992	(426,992)	—	—	—
Net incoming (outgoing) resources		409,063	(426,992)	(79,255)	(97,184)	(52,205)
Net realised investment losses		—	—	—	—	(1,853)
Statement of total recognised gains and losses						
Net income (expenditure)		409,063	(426,992)	(79,255)	(97,184)	(54,058)
Net unrealised investment (losses) gains		(17,239)	—	—	(17,239)	4,512
Net movement in funds		391,824	(426,992)	(79,255)	(114,423)	(49,546)
Balances brought forward at 1 April 2007		36,650	936,813	117,318	1,090,781	1,140,327

Statement of financial activities Year to 31 March 2008

Balances carried forward at 31 March 2008	428,474	509,821	38,063	976,358	1,090,781
--	---------	---------	--------	----------------	-----------

Statement of financial activities Year to 31 March 2008

	2008	2007
Historical cost net movement in funds	£	£
Net movement in funds (page 27)	(114,423)	(49,546)
Unrealised losses (gains) on listed investments	17,239	(4,512)
Difference between historical cost realised gains (losses) on listed investments and actual realised gains (losses) calculated on the revalued amounts	—	22,102
Historical cost net movement in funds	(97,184)	(31,956)

All of the charity's activities derived from continuing operations during the above two financial periods.

Balance sheet 31 March 2008

	Notes	2008 £	2007 £
Fixed assets			
Tangible fixed assets	10	402,192	412,937
Investments	11	307,785	245,024
		709,977	657,961
Current assets			
Debtors	12	23,973	23,382
Cash at bank and in hand		283,603	457,044
		307,576	480,426
Creditors: amounts falling due within one year	13	(41,195)	(47,606)
Net current assets		266,381	432,820
Total net assets		976,358	1,090,781
Represented by:			
Funds and reserves			
<i>Income funds</i>			
Restricted funds	14	38,063	117,318
Unrestricted funds			
. General fund		428,474	36,650
. Tangible fixed assets fund	15	402,192	412,937
. Designated funds	16	107,629	523,876
		976,358	1,090,781

Approved by the directors
and signed on their behalf by:

SIDNEY MCFARLANE MBE
Director

Approved on: 1 November 2008

Basis of accounting

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of investments at market value, and in accordance with the requirements of the Companies Act 1985. Applicable United Kingdom accounting standards (United Kingdom Generally Accepted Accounting Practice) and the Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP 2005) have been followed in the preparation for these financial statements.

Cash flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 'Cash flow statements'.

Incoming resources

Incoming resources are recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor or funder has specified that the income is to be expended in a future accounting period.

Grants from government and other agencies have been included as incoming resources from charitable activities where these amount to a contract for services or where they relate to specific projects or areas of the charity's work, but as donations where the money is given in response to an appeal or with greater freedom of use, for example monies for core funding.

Resources expended

Expenditure is included in the statement of financial activities when incurred.

Resources expended comprise the following:

- a. The cost of generating funds includes the salaries, direct costs and overheads associated with generating donations and other voluntary income.
- b. Expenditure on charitable activities comprises direct expenditure on the provision of the charity's services, i.e. counselling and training, marriage preparation, the provision of a telephone helpline, relationship education and the carrying out of projects consistent with the charity's objectives. Support costs have been allocated to each of these activities in direct proportion to the direct costs each has incurred including staff costs.
- c. Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the charity it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment. These are allocated to charitable activities on the basis of the direct costs each has incurred.

Resources expended (continued)

- d. Governance costs comprises the costs incurred which are directly attributable to the management of the charity's assets, organisational procedures and the necessary legal procedures for compliance with statutory requirements.

Tangible fixed assets

All assets costing in excess of £1,000 and with an expected useful life exceeding one year are capitalised.

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

- ◆ Freehold buildings 2% on cost
- ◆ Office equipment and furniture 20% on reducing balance

No depreciation is provided on freehold land.

Fixed asset investments

Investments are included on the balance sheet at their market value at the end of the financial period. Realised and unrealised gains (or losses) are credited (or debited) to the statement of financial activities in the year in which they arise.

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity and which may be applied at the discretion of the directors.

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets.

The designated funds are monies or assets set aside out of general funds and designated for specific purposes by the directors.

The restricted funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donor imposed conditions.

Leased assets

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

Pension costs

Contributions to employees' personal pension schemes are debited to the statement of financial activities in the year in which they are payable to the relevant schemes.

Notes to the financial statements 31 March 2008

1 Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Infrastructure grant from the Department for Children, Schools and Families	—	42,500	42,500	—
Strategic grant from the DfES Children, Young People and Families (CYPF) Grant Programme	—	380,000	380,000	364,413
Grant from the DfES Every Child Matters Grant Programme 2006/07	—	—	—	101,900
Church grants	81,982	—	81,982	91,329
Council grants	13,056	—	13,056	14,839
Other grants	10,475	1,040	11,515	1,515
Other donations and voluntary income	30,289	—	30,289	51,352
	135,802	423,540	559,342	625,348

2 Investment income and interest receivable

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Investment income				
. Fixed interest common investment fund				
– Charinco	7,661	—	7,661	3,573
. Equity based common investment fund				
– Charishare	5,016	—	5,016	5,261
. Other investment income	316	—	316	390
Bank interest	16,716	—	16,716	18,521
	29,709	—	29,709	27,745

3 Cost of generating funds

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Fundraising staff costs	—	10,068	10,068	9,046
Fundraising direct costs	350	—	350	4,512
Allocated support costs (note 5)	177	3,852	4,029	5,052
	527	13,920	14,447	18,610

Notes to the financial statements 31 March 2008

4 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Counselling and training				
Staff costs	29,004	161,839	190,843	142,212
Initial and in-service training	5,830	61,336	67,166	83,471
Practice standards	4,212	8,958	13,170	4,504
Other direct costs	143,005	1,040	144,045	173,254
Allocated support costs (note 5)	91,426	89,222	180,648	150,337
	273,477	322,395	595,872	553,778

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Marriage preparation				
Staff costs	6,656	63,856	70,512	65,740
Training Conference	—	—	—	19,963
United Arab Emirates project	5,146	—	5,146	—
FOCCUS	3,072	531	3,603	2,013
Parenting & marriage preparation	—	2,230	2,230	2,000
Other direct costs	43,846	—	43,846	36,690
Allocated support costs (note 5)	29,722	25,490	55,212	47,104
	88,442	92,107	180,549	173,510

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Relationship education				
Staff costs	—	8,681	8,681	7,780
Other direct costs	1,400	—	1,400	23,575
Allocated support costs (note 5)	709	3,321	4,030	11,684
	2,109	12,002	14,111	43,039

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Telephone helpline				
Staff costs	—	13,966	13,966	12,520
Other direct costs	4,172	—	4,172	6,088
Allocated support costs (note 5)	2,112	5,344	7,456	6,934
	6,284	19,310	25,594	25,542

Notes to the financial statements 31 March 2008

4 Charitable activities (continued)

Projects	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Staff costs	—	31,144	31,144	27,934
Infrastructure bid	—	—	—	8,871
Other direct costs	—	—	—	15,729
Allocated support costs (note 5)	—	11,917	11,917	19,576
	—	43,061	43,061	72,110

Annual conference	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Direct costs	35,809	—	35,809	36,566
Allocated support costs (note 5)	18,126	—	18,126	13,626
	53,935	—	53,935	50,192

5 Support costs

	Total 2008 £	Total 2007 £
Staff costs	154,876	138,912
Publicity costs	10,651	15,944
Insurance	13,452	15,595
Legal and professional costs	6,139	9,479
Central overheads	79,039	54,625
Depreciation	10,745	12,915
Staff training	3,664	4,842
Other costs	2,852	2,000
	281,418	254,312

Notes to the financial statements 31 March 2008

5 Support costs (continued)

Support costs are allocated on the basis of the direct costs incurred by each activity as follows:

	Total 2008 £	Total 2007 £
Cost of generating funds	4,029	5,052
Charitable activities		
. Counselling and training	180,648	150,337
. Marriage preparation	55,212	47,104
. Relationship education	4,030	11,684
. Telephone helpline	7,456	6,934
. Projects	11,917	19,576
. Annual conference	18,126	13,626
	281,418	254,313

6 Governance costs

	Unrestricted funds £	Restricted funds £	Total 2008 £	Total 2007 £
Committee costs	7,777	—	7,777	5,472
Audit fees	16,938	—	16,938	16,573
Legal and professional fees	—	—	—	4,914
	24,715	—	24,715	26,959

7 Net outgoing resources before transfers

This is stated after charging:

	Total 2008 £	Total 2007 £
Staff costs (note 8)	480,090	404,144
Auditors' remuneration – statutory audit services	16,938	16,573
Depreciation	10,745	12,915
Operating lease rentals	7,035	3,952

Notes to the financial statements 31 March 2008

8 Staff costs and Trustees' remuneration

	2008 £	2007 £
Staff costs during the year were as follows:		
Wages and salaries	429,127	359,458
Social security costs	40,345	33,216
Other pension costs	10,618	11,470
	480,090	404,144

During the year Marriage Care made pension contributions equivalent to 5% of gross pay (2006 – 5%) into employees' personal pension schemes.

	2008 £	2007 £
Staff costs per function were as follows:		
Fundraising costs	10,068	9,046
Charitable activities		
. Counselling and training	190,843	142,212
. Marriage preparation	70,512	65,740
. Relationship education	8,681	7,780
. Helpline	13,966	12,520
. Projects	31,144	27,934
Support costs	154,876	138,912
	480,090	404,144

One employee earned between £60,000 and £70,000 per annum (including taxable benefits but excluding employer's pension contributions) during the year (2007- none).

The average number of employees during the year, analysed by function, was as follows:

	2008	2007
Staff costs per function were as follows:		
Fundraising	0.2	0.2
Charitable activities	13.8	11.1
Support	4.7	4.7
	18.7	16

No director received any remuneration in respect of their services as a director during the year (2007 – £nil).

No director received any remuneration from the charity during the year (2007 – £nil) but a total of £3,163 (2007 – £4,723) was reimbursed for out of pocket travelling and subsistence expenses to 10 (2007 – 7) directors. Of these expenses, £500 (2007 – £767) was donated back to the charity under Gift Aid.

Notes to the financial statements 31 March 2008

9 Taxation

Catholic Marriage Care Limited is a registered charity and, therefore, is not liable to income tax or corporation tax on income or gains derived from its charitable activities, as they fall within the various exemptions available to registered charities.

10 Tangible fixed assets

	Freehold land and buildings £	Office equipment £	Total £
Cost			
At 1 April 2007 and at 31 March 2008	522,040	48,388	570,428
Depreciation			
At 1 April 2007	126,991	30,500	157,491
Charge for year	6,300	4,445	10,745
At 31 March 2008	133,291	34,945	168,236
Net book values			
At 31 March 2008	388,749	13,443	402,192
At 31 March 2007	395,049	17,888	412,937

11 Fixed asset investments

	2008 £	2007 £
Listed investments		
Market value at 1 April 2007	205,024	242,364
Additions at cost	120,000	50,000
Disposals	—	(91,852)
Net unrealised (losses) gains	(17,239)	4,512
Market value at 31 March 2008	307,785	205,024
Cash held for investment	—	40,000
	307,785	245,024
Cost of listed investments at 31 March 2008	277,317	157,317

Notes to the financial statements 31 March 2008

11 Fixed asset investments (continued)

Listed investments held at 31 March 2008 comprised the following:

	2008 £	2007 £
Charinco Common Investment Fund	136,599	77,316
Charishare Common Investment Fund	164,636	119,562
Charifund Common Investment Fund	6,550	8,146
	307,785	205,024

12 Debtors

	2008 £	2007 £
Prepayments	20,660	18,261
Other debtors	3,313	5,121
	23,973	23,382

13 Creditors: amounts falling due within one year

	2008 £	2007 £
Social security and other taxes	12,942	12,165
Expense creditors	803	19,359
Accruals	27,450	16,082
	41,195	47,606

Notes to the financial statements 31 March 2008

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of grants and donations held on trusts to be applied for specific purposes:

	At 1 April 2007 £	Incoming resources £	Resources expended, gains, losses and transfers £	At 31 March 2008 £
Department for Education and Skills				
. Relationship education/projects	39,969	—	(39,969)	—
. Infrastructure bid	37,782	42,500	(56,834)	23,448
Strategic grant from the DCES Children, Young People and Families (CYPF) Grant Programme	—	380,000	(380,000)	—
Grant from the DfES Every Child Matters Grant Programme 2006/07	36,576	—	(24,952)	11,624
Other	2,991	1,040	(1,040)	2,991
	117,318	423,540	(502,795)	38,063

15 Tangible fixed assets fund

	At 1 April 2007 £	Additions £	Transfers being depreciation charge £	At 31 March 2008 £
Tangible fixed assets fund	412,937	—	(10,745)	402,192

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets. A decision was made to separate this fund from the general fund in recognition of the fact that the tangible fixed assets are used in the day-to-day work of the charity, and the fund value would not be easily realisable if needed to meet future contingencies.

16 Designated funds

The income funds of Catholic Marriage Care Limited includes the following designated funds which have been set aside out of unrestricted funds by the directors for specific purposes:

	At 1 April 2007 £	Utilised/ released £	Transfers £	At 31 March 2008 £
Reserve fund	100,000	—	(100,000)	—
Centres fund	423,876	—	(316,247)	107,629
	523,876	—	(416,247)	107,629

Notes to the financial statements 31 March 2008

16 Designated funds (continued)

The funds had been designated for the following purposes:

◆ Reserve fund

The reserve fund, previously set aside to provide for future investment in the charity's work, has been released back to the general funds, since it has remained unutilised for several years. Traditionally, ongoing investment has been met from general funds.

◆ Centres fund

In recent years the designated "Centres fund" has represented an amount equal to the cash and bank balances held by the charity's Centres (excluding those amounts held in restricted funds). These funds significantly exceed the immediate needs of Centres and the directors have determined that the excess should more appropriately be treated as part of general funds. Accordingly the designated "Centres fund" has been reduced to £107,629 and is now based on a percentage of the projected annual expenditure of the Centres.

17 Analysis of net assets between funds

	General fund £	Tangible fixed assets fund £	Designated Funds £	Restricted funds £	Total 2008 £
Fund balances at 31 March 2008					
are represented by:					
Tangible fixed assets	—	402,192	—	—	402,192
Investments	307,785	—	—	—	307,785
Current assets	161,884	—	107,629	38,063	307,576
Creditors: amounts falling due within one year	(41,195)	—	—	—	(41,195)
Total net assets	428,474	402,192	107,629	38,063	976,358
Unrealised gains included above on investments (see below)					30,468
Reconciliation of movements in unrealised gains on investments:					
Unrealised gains at 1 April 2007					47,707
Net unrealised gains in year					(17,239)
Unrealised gains at 31 March 2008					30,468

18 Leasing commitments

Operating leases

At 31 March 2008 Catholic Marriage Care Limited had annual commitments under non-cancellable operating leases as follows:

	Office equipment	
	2008	2007
	£	£
Operating leases which expire:		
Within two to five years	7,322	6,528