

Company registration number: 4332858

Charity number: 1094744



TAMESIDE THIRD SECTOR COALITION

(a company limited by guarantee and not having a share capital)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2009

**Bolton & Co
Chartered Accountants
Registered Auditors
14 Warrington Street
Ashton-under-Lyne
OL6 6AS**

**TAMESIDE THIRD SECTOR COALITION
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

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TAMESIDE THIRD SECTOR COALITION
LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2009

COMPANY REGISTRATION NUMBER 4332858

REGISTERED CHARITY NUMBER 1094744

DIRECTORS AND TRUSTEES

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the year and since the year end were as follows:

Chair	N. Chaisty
Deputy Chair	S. Eyres
Treasurer	W. Ormsby
	M. Bailey
	M. Downs
	R. Farnworth
	W. Johnson
	H. Malik appointed 14/10/08
	M. Masud resigned 14/10/08
	A. Mistry appointed 14/10/08
	P. Ousey
	J. Pinder
	S. Young

SECRETARY A. Okotie

DIRECTOR A. Okotie

REGISTERED OFFICE AND
OPERATION ADDRESS St Michael's Court
St Michael's Square
Stamford Street
Ashton-under-Lyne OL6 6XN

AUDITORS Bolton & Co
Chartered Accountants
Registered Auditors
14 Warrington Street
Ashton-under-Lyne OL6 6AS

BANKERS Unity Trust Bank plc
Nine Brindleyplace
Birmingham B1 2HB

TAMESIDE THIRD SECTOR COALITION

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2009

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ended 31st March 2009.

The trustees have adopted the provisions of the Statement of Recommended Practice-Accounting and Reporting by Charities (SORP 2005) issued in March 2005 in preparing the annual report and financial statements of the charity.

The charity is a charitable company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association dated 3rd December 2002.

Trustees

The trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out on page 2.

Trustees' responsibilities in relation to the financial statements

Company and charity law require 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 at the end of the financial year and of the surplus or deficit of the charity for the financial year. In preparing those financial statements the trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- make sound 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 financial statements; and
- prepare the financial statements on the going concern basis.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are also responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charitable company and enables them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

TAMESIDE THIRD SECTOR COALITION

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2009

(continued)

Organisation Structure and Decision Making

Tameside Third Sector Coalition (T3SC) is a registered charity and a company limited by guarantee, and operates under Memorandum and Articles of Association approved by the Charity Commission. The Board of Trustees of T3SC is elected from Tameside Voice, which is the Tameside-wide network of voluntary and community sector organisations.

Board members serve for a period of 3 years, and are only eligible to stand for (re)election if they continue to be a Voice member. One third of the Board stands down each year.

Tameside Voice is made up of several thematic and geographically based networks and forums – each of which currently has 2 places on Tameside Voice – together with voluntary and community sector (VCS) representatives on strategic partnerships in Tameside. Following extensive consultation, the structure of Tameside Voice has been changed to allow membership from all voluntary and community organisations operating in the borough with the effect that, from the 2009 AGM, the election of new trustees to T3SC will be from the wider voluntary and community sector.

The honorary officers are elected by the Board of Trustees at its first meeting after the AGM. In addition, the board have the power to co-opt up to 3 additional trustees to bring additional skills to the overall leadership of the organisation.

New Trustees receive a full induction into T3SC, including details of financial systems, decision making structures, and briefing on the aims and objectives of the organisation. It is also a requirement that all trustees attend diversity awareness training. Day to day operational decisions are delegated to the Director, who works within the strategic framework agreed by the Board, in liaison with the T3SC Chair.

Financial decision making is made within a clear policy framework and within the budgets which are agreed and monitored by the Board. During the year, the board approved a new performance management framework, based on the balanced scorecard model and annual operational plans, in addition to the three year strategic plan. The trustees believe that this framework will enable the board to better focus their time on overseeing the operation and direction of the charity.

Trustees' remuneration and related party transactions:

All trustees give their time voluntarily and neither received nor waived any emoluments during the year (2008: £Nil).

One trustee was reimbursed £12 (2008: £370) in respect of travel and other expenses.

TAMESIDE THIRD SECTOR COALITION

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2009

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During the year the charity purchased services on normal commercial terms to the value of: £2,000 from Tameside Sports Trust, £2,000 from Haughton Green Community Forum, £300 from Tameside Racial Equality, £300 from St Peter's Community Partnership, £721 from Volunteer Centre Tameside and £8 from Tameside Elders Association.

Services were supplied on normal commercial terms to: £9,683 to St Peters Partnership, £5,168 to Volunteer Centre Tameside, £760 to Tameside Elders Association, £300 to New Charter Housing and £22 to Tameside Radio.

Cllr M Downs was a director of T3SC and New Charter Housing and Haughton Green Community Forum, N Chaisty was a director of T3SC and General Manager of Tameside Sports Trust, H Malik was a director of T3SC and Tameside Racial Equality and Volunteer Centre Tameside, M Masud was a director of T3SC and Tameside Elders Association, Rev R Farnworth was a director of T3SC and St Peter's Community Partnership, W Ormsby was a director of T3SC and St Peter's Community Partnership and Volunteer Centre Tameside, S Eyres was a director of T3SC and Volunteer Centre Tameside, A Mistry was a director of T3SC and Volunteer Centre Tameside, and M Bailey was a director of T3SC and Tameside Radio.

Membership of national/sub-regional bodies impacting on the direction of the work. As a Council for Voluntary Service and the key Local Infrastructure Organisation, T3SC operates within the membership rules of NAVCA – providing the 5 core functions as a service to the VCS in Tameside: Information, Support, Development, Representation & Liaison, and Strategic Partnership working. In addition, T3SC continues to be an active participant in the ChangeUp initiative, designed to modernise VCS infrastructure, chairing and planning local infrastructure consortium activity and taking an active role in the Greater Manchester Voluntary Sector Support Consortium (GMVSS), with the Director sitting on the executive group. The Director is also a member of ACEVO, the Association for Chief Executives of Voluntary Organisations.

Objectives and Activities

Charitable Objects:

- a. To promote any charitable purposes for the benefit of the community in the local government district of the Metropolitan District of Tameside and its neighbourhood (hereinafter called 'the area of benefit') and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness;
- b. To promote and organise co-operation in the achievement of the above purposes and to that end to bring together in council representatives of the voluntary organisations and statutory authorities within the area of benefit.

TAMESIDE THIRD SECTOR COALITION

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2009

(continued)

The core business of T3SC is to act as the Council for Voluntary Service (CVS) for Tameside, and **as lead VCS infrastructure agency** for Tameside. T3SC's mission is to build a **strong, clear and independent voice for the voluntary and community sectors in Tameside**, through developing the capacity and accountability of individuals and groups, and of the sector as a whole. This is embodied in our mission statement "Making a difference to Tameside's communities". Equal access to our services is an important issue for us and all our services are provided free to our service users with no prohibitive costs being charged.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Achievements & Performance – Review of Activities

2008-09 has been a period of **solid achievement, further service development, and internal reconfiguration and consolidation** for T3SC. In planning our activities for the period and for the future, trustees have kept in mind the Charity Commission's guidance on public benefit, and believe that overall the activities of the organisation clearly demonstrate this benefit.

During the course of the year the organisation won the tender to become the **host for the Tameside Local Improvement Network (LINK)**, aimed at getting local people involved in having their say about health and social care services in their local area. This work has a clear fit with T3SC's core purpose, is funded for three years, and is the main reason for the increase in income and expenditure during the year. The LINK contract has necessitated an increase in staffing levels, with a new team being employed to deliver this work.

As well as the introduction of this new dedicated team to deliver the LINK work, the trustees agreed a **new management and team structure** to enable the organisation to respond to increasing demands for strategic level, partnership working with statutory stakeholders. As a consequence, the health and social care team and representation and participation team were merged to form the policy and participation team as well as the introduction of more senior management roles.

The trustees believe that this new structure will enable T3SC to be better placed to support and represent the needs and views of the voluntary and community sector in Tameside and provide the structure for T3SC to further grow and develop.

TAMESIDE THIRD SECTOR COALITION

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FOR THE YEAR ENDED 31 MARCH 2009

(continued)

A key area of work for the newly merged policy and participation team is in **facilitating and supporting Tameside Voice** and its associated thematic networks, developing both individual representatives and the networks as a whole. Voice is the mechanism which brings together representation from community and voluntary organisations in Tameside to help the sector influence decision making structures, policies and programmes affecting their work and local communities. Voice and the networks elect a total of 24 representatives to the local strategic partnership (TSP) and thematic partnerships, and with the move to Comprehensive Area Assessment (CAA) in 2009, it provides an important opportunity to show the contribution of the sector to life locally. The networks also provide opportunities for members to share information and concerns, receive relevant policy information from T3SC and provide a vehicle for consultation from statutory services. During the year, T3SC undertook a 'change programme' with Voice, including introducing improved support and training for representatives, better marketing of the benefits of the networks and improved tracking of issues raised, improving the election process to TSP as well as opening membership of Voice to all voluntary and community groups. This work culminated in a re-launch event in May 2009.

Across Voice these are just some of the examples of **members and networks making local life better through their joint activities supported** by the specialist team at T3SC.

Other highlights of Voice and network activity during the year include:

- An important strategic consultation event for community and voluntary groups/organisations organised by the Health and Social Care Network to comment on Tameside and Glossop NHS 5 year plan for commissioning services. T3SC continues to work with partners to address health inequalities in Tameside delivering a range of work including facilitating the health network, working with 25 voluntary and community groups to participate in the Health is for Life Festival and contributing to the Tameside Disability Conference attended by over 100 people.
- the Tameside Community Union (children, families and young people's network) helping deliver Play Day in Stamford park last August enjoyed by 2000 people.
- The Greater Manchester Police Positive Action Team in partnership with the Black and Minority Ethnic Network running a successful recruitment event, attended by 25 people from the local community and focused on anyone who was interested in starting a new career as a police officer with particular focus on under represented groups such as BME communities and women. It included advice on filling in application forms and will be followed up with a workshop about this. In 2007, similar partnership work led to two people who were successfully recruited by GMP.

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- Bringing together over 50's groups providers / organisers for recognition of the importance of their work with over 30 people attending meetings and the merging of this network with the established Tameside Older People's Action Group (TOPAG) planned. Information sharing through such meetings is greatly valued and addresses important issues from service provision to funding and community safety concerns such as bogus callers and rogue traders.
- A successful interfaith fun day held by Faiths United (the Tameside interfaith network) in the summer with 200 people attending and a wide range of faith groups represented thanks to the active engagement of groups in the network. The positive and pro-active engagement of the network is often highlighted by partners as an example of excellent partnership work.

A continuing and core area of work for T3SC is to **enable Tameside's voluntary and community sector to develop their capacity**. In the year, T3SC worked directly with 142 groups (134 groups in 2007-08), helping them to access £1,493,163 of funding – three times higher than the previous year. Overall, the level of new groups seen by T3SC has also increased dramatically – in the final three months of the year the support and development team started work with 47 groups, compared to 30 in the corresponding period in the previous year. This demonstrates the growing awareness of voluntary and community groups in the borough of T3SC, and also the growth in the sector itself.

As well as an increase in the level of general capacity building support, with a primary focus on funding, there have been an **increased number of organisations that T3SC has provided more specialist and in-depth support and guidance to**. Examples include working with the management committees of three small, developing, BME organisations while they recruited paid staff members (T3SC worked with committee members to devise suitable processes, trained recruitment panel members and provided administration support) and undertaking a detailed organisational review with a larger voluntary group in preparation for it developing its new strategic plan. A further example is support to 41 groups in the area of commissioning and procurement which has increased their understanding of the commissioning process. 8 VCOs received one to one support to become tender-ready, with 5 groups going on to secure tendered work during the year.

In the year, T3SC also delivered 19 training sessions, attended by a total of 79 groups, on various topics including bookkeeping and accounts, becoming more enterprising, measuring outcomes and marketing, all designed to help group members build their skills and knowledge. To support this increased level of training delivery, 10 members of staff from across T3SC undertook a City and Guilds Accredited Award in Preparing to Teach in the Lifelong Learning Sector (PTLLS), delivered in a new partnership with Tameside College. The PTLLS course demonstrates T3SC's commitment to staff learning and development.

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T3SC facilitated regular meetings of VOLCON (the voluntary organisations' chief officers' network) and the introduction of the 'Big Cheese' (a new network for chairs of organisations) are further examples of T3SC's role in **helping organisations work together and learn from each other.**

During the year, T3SC provided **intensive community development work** in three priority areas of the borough – Micklehurst (completed in August 2008), Droylsden and Denton South. This community development work provides community and voluntary organisations with intensive capacity building support and also aims to facilitate and strengthen community engagement and influence in local partnerships and networks.

A major focus in 2008-09, working in partnership with the Manchester based Lesbian and Gay Foundation, was to raise awareness of LGBT (Lesbian, Gay, Bisexual, Transgender) issues in Tameside and **promote the lesbian and gay community** in the area. This culminated in a successful conference to promote IDAHO (International Day against Homophobia), and the subsequent development of 'Proud Tameside', a new group for the LGBT community, supported by T3SC, which already has over 30 members.

We have continued to deliver a specialist drugs and alcohol project, targeted at BME communities, and increased its remit to include other areas of substance misuse, most notably alcohol. These examples demonstrate our commitment and desire to provide practical support to diverse communities.

T3SC recognizes that practical services and quality, timely, information continue to be important to help build the capacity of the sector locally. To this end 2008-09 saw the organisation secure funding to improve the environment in our resource and training rooms, and to redevelop our website to contain increased information and downloadable resources, funding guides and fact sheets. The organisation has also introduced regular 'policy briefings' to the thematic networks, providing information on national, regional and local policy that is of relevance to that community of interest.

During the year the organisation has also been successful in **raising the profile and contribution of the voluntary and community sector** with statutory sector partners, with the aim of enabling effective partnership working. T3SC represents the sector in relation to Tameside's Local Area Agreement (LAA) and CAA Action group, and continues to co-chair the Cross Sector Policy group. A visit to NHS Tameside and Glossop by the Department of Health National Support Team for health inequalities in Spring 2009 reported that "*Tameside Third Sector Coalition provides strong leadership to the third sector*". At a strategic policy level T3SC have been active, for example in helping to present the interests of the sector and local communities in relation to the development of the Working Neighbourhood Fund and World Class Commissioning. Demand from partners for this strategic policy involvement continues to grow.

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FOR THE YEAR ENDED 31 MARCH 2009

(continued)

Like other parts of the country, the impact of the recession is being felt within Tameside's voluntary and community sector. Towards the end of the year T3SC were commissioned to develop a **local recession resilience action plan** for the sector, including collecting evidence of the downturn locally. This plan, well received by partners, identifies a range of actions from an array of partners to help the sector meet the challenges that the downturn presents. In the year ahead, T3SC will be working to ensure that these actions make the sector stronger.

In May 2008 T3SC achieved the NAVCA Quality Award, currently held by less than 10 percent of CVS's nationally. The externally accredited award demonstrates the quality of T3SC's work in supporting the needs of local communities and voluntary and community groups.

Priorities for the year ahead

Due to careful planning, the short term future of the organisation is secure, and we are focusing on the longer term: a strategic plan for 2007-2010 is in place and was reviewed and updated during 2008. During the current financial year trustees and staff will be developing a new strategic plan for 2010-2013, this is particularly important as a number of current funding streams finish in 2011.

In the year ahead, T3SC's priorities include:

- Developing a new three year strategic plan, including consulting a wide range of stakeholders, to cover 2010-2013
- Mapping the 'State of the voluntary and community sector in Tameside', with a detailed and rigorous study to show its size, shape, economic and social benefit
- Embedding the new structure of Voice and the support to representatives to attract increased participation in Voice and its associated networks and to demonstrate its impact on decision making locally
- Developing an environmental / sustainability action plan, to minimise the carbon footprint and environmental impact of T3SC, and a 'work place well being' programme for staff
- Introducing a range of informal learning tools for staff, volunteers and trustees of local groups, including shadowing, mentoring and action learning opportunities, to help them improve their skills
- Increasing the levels of grant management that the organisation undertakes
- Providing additional support to voluntary and community groups locally to help them cope with the impact of the recession
- Increasing the support available to local organisations on commissioning, procurement and becoming more enterprising, to enable them to secure tenders and contracts to deliver services

TAMESIDE THIRD SECTOR COALITION

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2009

(continued)

Risk Assessment

The Trustees have considered all major risks, which have been identified and ranked in terms of their potential impact and likelihood.

Major risks, for this purpose, are those that may have a significant effect on:

- Operational performance, including risks to our personnel and volunteers;
- Achievement of our aims and objectives; or
- Meeting the expectations of our beneficiaries or supporters

The trustees review these risks on an ongoing basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified.

In assessing risks the trustees recognise that some areas of our work require the acceptance and management of risk if our key objectives are to be achieved.

Investment Powers and Policy

The trustees, having regard to the liquidity requirements of the charity and to the reserves policy have operated a policy of keeping available funds in an interest-bearing deposit account and seek to achieve the best rate available on deposit.

Reserves Policy and Financial Review

Funds at 31 March 2009 amounted to £356,852 (2008: £324,842) of which £84,053 (2008 £101,409) were restricted. The expenditure against the funding supported the objectives set out in the funding agreements by the principle funding sources.

Restricted funds held at the end of the year have been carried forward for the future support of specific projects.

T3SC recognises that it is responsible and accountable for public funds. It further recognises that it needs clarity and transparency in demonstrating how these funds are managed, and in particular the level of funds that it judges appropriate to hold in reserve.

TAMESIDE THIRD SECTOR COALITION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2009

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The reasons why reserves are necessary to T3SC are:-

- the need for operating capital, to cover short term cash flow problems as the majority of funding is received in arrears;
- contingency funds to cover unexpected costs and liabilities, short term funding to cover possible gaps in grant allocations, funds to enable the organisation to wind up in a responsible manner if this should become necessary, e.g. staff redundancy payments;
- development funds to enable T3SC to invest in pilot initiatives or building internal capacity prior to external funding becoming available.

T3SC's Board believes that the appropriate level of reserves for the organisation at this stage in its development should be equal to six months' operating costs, and is aiming to build reserves over a period of time to this level. This decision will be reviewed annually.

The Board and Director will take steps to ensure that a proportion of unrestricted income generated each year will be applied to maintaining the required level of reserves.

As at 31 March 2009 the level of unrestricted reserves was further increased to £264,718 (2008 £219,844) and the Board had made the following progress in establishing target levels of reserves based on the above policy as follows:

- 6 months operating costs would be £424,911
- Ongoing liabilities for 2008-2009 include : liabilities in the event of winding up – staff redundancy payments of £14,078.

During the year the principle funding sources were TMBC, Big Lottery and Tameside & Glossop PCT.

Taxation status

The company is accepted as a charity within the definition of Section 506(1) Income and Corporation Taxes Act 1988.

Auditors

In accordance with Section 385 of the Companies Act 1985, a resolution to re-appoint Bolton & Co as auditors will be proposed at the Annual General Meeting.

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

Approved by the Board on 22nd July 2008 and signed on its behalf by

Neil Chaisty
Chair

TAMESIDE THIRD SECTOR COALITION
INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF TAMESIDE THIRD SECTOR COALITION
FOR THE YEAR ENDED 31 MARCH 2009

We have audited the financial statements of Tameside Third Sector Coalition for the year ended 31st March 2009 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein.

Respective responsibilities of trustees and auditors

The trustees' (who are also the directors of Tameside Third Sector Coalition for the purposes of company law) responsibilities 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) are set out in the Statement of Trustees' Responsibilities on page 3.

The trustees have elected for the financial statements not to be audited in accordance with the Companies Act 1985. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

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 information given in the Trustees' Annual Report is not consistent with those financial statements, if the charity has not kept proper accounting records, if the charity's financial statements are not in agreement with these accounting records or if we have not received all the information and explanations we require for our audit.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees 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.

TAMESIDE THIRD SECTOR COALITION
INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF TAMESIDE THIRD SECTOR COALITION
FOR THE YEAR ENDED 31 MARCH 2009

(continued)

Basis of audit opinion (continued)

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of affairs of the charity as at 31st March 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- the financial statements have been properly prepared in accordance with the Companies Act 1985.

**14 Warrington Street
Ashton-under-Lyne
OL6 6AS**

22nd July 2009

**Bolton & Co
Chartered Accountants
Registered Auditors**