

RUSHMOOR HEALTHY LIVING
(A company limited by Guarantee)
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009

**RUSHMOOR HEALTHY LIVING
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2009
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RUSHMOOR HEALTHY LIVING

**DIRECTORS AND OTHER INFORMATION
YEAR ENDED 31 MARCH 2009**

		Date of appointment	Date of resignation
Directors	W.L.J.T. Card (Chair of Finance Committee)	28/06/2004	
	H.G. Clanchy	28/06/2004	
	H.R. Deed (Chairman)	28/06/2004	
	J.V. Edwards (Chair of External Affairs)	28/06/2004	
	B. James	28/06/2004	18/05/2009
	O.O. Oduneye	28/06/2004	
	C. Slatter (Chair of Human Resources)	28/06/2004	
	A. Lythgoe	17/10/2005	
	A.J. Dubarry	18/01/2006	
	L. Ludford	11/04/2006	
	R. Clayton	27/09/2006	22/09/2008
	A. Cullen	16/11/2006	
	G. Earney	16/11/2006	03/06/2009
	B. Knott	12/01/2009	
J. Glastonbury	23/03/2009		
Secretary	W.L.J.T. Card	30/04/2005	
Chief Executive Officer	A.D. Docker		
Bankers	HSBC PLC 30 Princes Mead Shopping Centre Farnborough Hampshire GU14 6YB		
	CCLA Investment Management Ltd COIF Charity Funds 80 Cheapside London EC2V 6DZ		
Auditors	Howard Lee, Fellows & Co 11-14 First Floor Rushmoor Business Centre 19 Kingsmead Farnborough Hampshire GU14 7SR		
Registered office and Administrative office	Suite 9 Rushmoor Business Centre Kingsmead Farnborough Hampshire GU14 7SR		
Company Registered Number	05164230		
Charity Registered Number	1105381		

RUSHMOOR HEALTHY LIVING
DIRECTORS REPORT
FOR THE YEAR ENDED 31 MARCH 2009

Reference and Administrative details

The directors present their annual report, together with the audited financial statements of the company for the year ended 31 March 2009.

The company is a charity registered with the Charity Commissioners and registered under the Companies Act 1985 as a company limited by guarantee. Each member has undertaken to contribute the sum of £1 in the event of the company being insolvent on winding up. The company is managed on behalf of the members by a board of directors. The day to day administration is under the control of a Chief Executive Officer.

Objectives and activities

The principal activity of the company continued to be the promotion of health and well-being in the borough of Rushmoor and the surrounding area through education and the provision of services to the community.

Structure, governance and management

The company employs a total of 12 staff. Reporting to the Chief Executive is a full time Fundraising & Income Development Manager, a part time Business Development & Marketing Manager and a part time Operations Manager. Reporting to the Operations Manager are two Activity Co-ordinators and four Activity Leaders and an Activities Administrator. All these positions are part time, as is the Finance Administrator who reports to the Chief Executive. Between them, they are responsible for all operational matters, including the finance and management of activities. The Chief Executive is responsible to the Board of Directors.

Directors

The names of the directors who served during the year are given on page 1 of these statements. All directors continue to provide their services to the management of the company free of charge. None of the directors had a material interest in any contract of significance to which the company was a party during the year. The current board of directors consists of original members chosen by the then three partner organisations (Rushmoor Borough Council, Hampshire County Council and Hampshire PCT), re-elected members in line with the constitution and new members elected onto the Board. Each of Rushmoor Borough Council and Hampshire County Council are entitled under the memorandum and articles to appoint one director and remove any director they have appointed. At the second and each subsequent annual general meeting, the number of the directors as is nearest to one third shall retire and shall immediately be eligible for re-election without nomination.

Achievements and performance

During the course of the year there was a net increase in the number of activities Rushmoor Healthy Living (RHL) delivered, notable additions to our portfolio of activities were Fuel Poverty and Health Trainers, plus we increased the number of exercise classes available to the public. In financial terms this meant RHL increased it's spend on activities from £318k to £324k but reduced the amount spent on management and administration to £52k from £60k. Governance costs have been reduced to 16% of total expenditure. Employee costs rose to £175k reflecting the increased staff required to run new activities, however, these increased costs were borne by the activities themselves.

Donations rose by 18% to £288k even though £93k was received from Big Lottery's NOF programme the previous year, which saw the end of this five year funding programme, so this was a particularly pleasing result with sincere thanks extended to all our funding partners.

Financial review

The results for the period and the charity's financial position at the end of the year are set out on pages 6 to 13 of the financial statements.

The financial statements report the financial support received from Hampshire County Council, Rushmoor Borough Council, Hampshire PCT, Paul Hamlyn Foundation, the Big Lottery Community Fund Grant, Scottish Power and others.

The value of funds carried forward at 31 March 2009 of £307,315 is made up of £67,396 restricted funds and £239,919 unrestricted funds. The unrestricted funds in the main represent the balance of partner contributions received from Hampshire County Council, Rushmoor Borough Council and Hampshire Primary Care Trust. The unrestricted fund has been designated specifically to support planned work over the coming three years as detailed in subsequent paragraphs.

RUSHMOOR HEALTHY LIVING
DIRECTORS REPORT
FOR THE YEAR ENDED 31 MARCH 2009

Plans for the future

The future of the company through the delivery of high quality, cost effective activities, allied to investment in RHL's financial sustainability remain at the heart of its strategy for the future. The small increase in the general reserve enables RHL to retain funds which are set aside for future development as part of their strategic objectives to obtain premises and develop new activities in order to provide public benefit.

Reserves policy

In addition to reserves set aside to cover statutory and contractual obligations, and in line with Charity Commission guidelines, an amount has been set aside to cover developments of public benefit which have been identified by the Board of Directors and are well advanced and kept under review. The current considerations are the acquisition of premises and start up funding for new activities.

Therefore, of the £307,315 available at the year end, £67,396 is restricted to expenditure on specified activities with the remaining amount set aside as described.

Risk Management

The finance committee regularly reviews risk management with input from the management team. A Risk Register has been established together with an associated action plan including responsibilities and deadlines for completion. Progress against the action plan will be reviewed in March each year and formally reported to the full board of directors.

Directors responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus and deficit of the company for that period having regard to the substance of the reported transaction, in accordance with applicable law and UK generally accepted accounting principles or practice. In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and 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 in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors are also responsible for the maintenance and integrity of the corporate and financial information included on the company's website.

Statement of disclosure to auditor

In the case of each of the persons who are directors at the time when this report is approved:-

- a) so far as the directors are aware, there is no relevant information needed by the company's auditors in connection with the preparation of their report of which the company's auditors are unaware, and
- b) each director has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

RUSHMOOR HEALTHY LIVING
DIRECTORS REPORT
FOR THE YEAR ENDED 31 MARCH 2009

Auditors

A resolution will be proposed at the Annual General Meeting to re-appoint auditors for the coming year.

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

This report was approved by the Board

.....
H.R. Deed (Chairman)

.....
W.L.J.T. Card (Chair of Finance Committee)

RUSHMOOR HEALTHY LIVING

INDEPENDENT AUDITORS' REPORT TO THE SHAREHOLDERS OF RUSHMOOR HEALTHY LIVING

We have audited the financial statements on pages 6 to 13 for the year ended 31 March 2009 which have been prepared under the historical cost convention and the accounting policies set out on page 8.

This report is made solely to the 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the 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 the officers and auditors

As described on page 3 the directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 whether in our opinion the information given in the directors' report is consistent with the financial statements.

In addition we report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations required for our audit, or if the information specified by law regarding directors' remuneration and other transactions is not disclosed.

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

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 company's circumstances, consistently applied and adequately disclosed.

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

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in note 14 to 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 the company's affairs as at 31 March 2009 and of its incoming resources and application of resources for 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.

Howard Lee, Fellows & Co.
Chartered Accountants
Registered Auditor

11-14 First Floor
Rushmoor Business Centre
19 Kingsmead
Farnborough
Hants
GU14 7SR

RUSHMOOR HEALTHY LIVING
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2009

INCOME AND EXPENDITURE	Note	Unrestricted funds £	Restricted funds £	Year ended 31 March 2009 Total funds £	Year ended 31 March 2008 Total funds £
Incoming Resources					
Donations	3	59,176	228,088	287,264	245,107
Other income		6,245	22,802	29,047	58,674
Interest received		12,455	-	12,455	16,257
Total Incoming Resources		<u>77,876</u>	<u>250,890</u>	<u>328,766</u>	<u>320,038</u>
Resources Expended					
Charitable Expenditure					
Costs of activities in furtherance of the charity's objectives	5	55,628	216,524	272,152	257,731
Management and administration costs	5	11,009	41,146	52,155	60,525
Total resources expended		<u>66,637</u>	<u>257,670</u>	<u>324,307</u>	<u>318,256</u>
Net realised incoming/(outgoing) resources (or net income/(expenditure)) for the year	2	11,239	(6,780)	4,459	1,782
Transfers between funds		-	-	-	-
Value of funds brought forward		228,680	74,176	302,856	301,074
Value of funds carried forward		<u>239,919</u>	<u>67,396</u>	<u>307,315</u>	<u>302,856</u>

The company made no recognised gains or losses during the year other than those detailed in the above statement.

The notes on pages 8 to 13 form part of these financial statements.

RUSHMOOR HEALTHY LIVING

BALANCE SHEET

AS AT 31 MARCH 2009

	Note	£	2009 £	£	2008 £
Fixed assets	6		281		848
Current assets					
Debtors	7	20,146		6,829	
Cash at bank and in hand		293,445		301,510	
		<u>313,591</u>		<u>308,339</u>	
Creditors: amounts falling due within one year					
	8	<u>(6,557)</u>		<u>(6,331)</u>	
Net current assets/(liabilities)			307,034		302,008
Total assets less current liabilities			<u>307,315</u>		<u>302,856</u>
Charitable funds					
Restricted funds	10		67,396		74,176
General reserve	10		239,919		228,680
			<u>307,315</u>		<u>302,856</u>

The above accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The notes on pages 8 to 13 form part of these accounts.

The financial statements were approved by the board of directors on

H.R. Deed (Chairman)

W.L.J.T. Card (Chair of finance committee)

**RUSHMOOR HEALTHY LIVING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Companies Act 1985, as amended, and with applicable Accounting Standards and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Charities Statement of Recommended Practice (revised 2008).

1.2 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided on all fixed assets at rates calculated to write off the cost of the assets over its expected useful life as follows:-

Furniture & fittings	33% straight line
Computer equipment	33% straight line

1.3 Operating leases

The company classifies the lease of offices as an operating lease; the title to the offices remains with the lessor and the useful economic life of the offices are considerably longer than the lease term of 5 years and 6 months. Rental charges are charged to the Statement of Financial Activities as they become payable.

1.4 Donations

Income from donations is included as income in the year in which it is receivable.

1.5 Taxation

The company is a registered charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

1.6 Pension

The pension costs charged in the financial statements represent the contributions payable by the company during the year in accordance with FRS 17.

1.7 Expended Resources

Expended resources are recognised in the period in which they are incurred. They are allocated to the particular activity where the cost relates directly to that activity.

- Charitable activities include expenditure associated with running the various activities and include direct costs only.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

1.8 Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objectives of the charity without further specified purpose and are available as general funds.

Designated funds are restricted funds earmarked by the directors for particular purposes.

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

Both the restricted and unrestricted reserve funds form part of the budget for 2009/10.

1.9 Transfers

There is a policy entitled "Delegation of Authority to Chief Executive by the Board of Rushmoor Healthy Living" which covers the transfer policy in detail.

In order to use funds allocated for one purpose for an alternative purpose, RHL first requires the authorisation of the funder to divert funds to the new activity. Once this authorisation is secured, the Chief Executive Officer can reallocate funds up to an agreed level. If the reallocation is above this level, Board approval is required.

**RUSHMOOR HEALTHY LIVING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

2 Net realised incoming resources

	Year ended 31 March 2009 £	Year ended 31 March 2008 £
Net realised incoming resources is stated after charging:		
Depreciation	567	3,940
Auditors' remuneration	2,500	2,750
Accountancy fees	2,302	2,155

3 Donations

	£	£	Year ended 31 March 2009 £	Year ended 31 March 2008 £
	Unrestricted	Restricted	Total	Total
Hampshire County Council	20,000	30,000	50,000	1,250
Hampshire Primary Care Trust	21,100	30,000	51,100	20,400
Rushmoor Borough Council	18,076	23,670	41,746	18,657
Alfred Henry Goode Trust	-	7,000	7,000	2,000
Big Lottery Fund Grant - Community Fund	-	24,817	24,817	10,862
Hampshire County Council Childrens Fund	-	16,500	16,500	15,290
Hampshire Teenage Pregnancy Partnership	-	1,600	1,600	3,500
Paul Hamlyn Foundation	-	30,000	30,000	40,000
Awards for All	-	2,570	2,570	-
British Heart Foundation	-	1,000	1,000	-
ContinYou	-	10,500	10,500	-
Disability Initiative	-	1,330	1,330	-
HIWCF	-	2,703	2,703	-
Pavillion Housing Association	-	8,360	8,360	-
Scottish Power	-	33,308	33,308	-
Sunrise Senior Living	-	2,730	2,730	-
Windsor Housing	-	2,000	2,000	-
Big Lottery Fund Grant - New Opportunities Fu	-	-	-	93,248
Pfizer UK Foundation	-	-	-	32,400
N.E. Hampshire School Sports Partnership	-	-	-	5,000
Aldershot Regeneration Partnership	-	-	-	2,000
Zurich Municipal	-	-	-	500
	59,176	228,088	287,264	245,107

4 Employee costs

	Year ended 31 March 2009 £	Year ended 31 March 2008 £
Wages and salaries	159,511	124,105
Social security costs	12,983	10,428
Pension costs	2,620	1,868
	175,114	136,401

No employee was paid over £60,000 during the year.

Average monthly number of employees during the year was:

13	8
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Directors emoluments during the year.

nil	nil
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Directors expenses during the year.

nil	nil
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**RUSHMOOR HEALTHY LIVING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

5 Analysis of expenses over activities

	Charitable activity £	Governance costs £	Year ended 31 March 2009 £	Year ended 31 March 2008 £
<u>Unrestricted</u>				
Employee costs	46,228	-	46,228	-
Miscellaneous	194	195	389	-
Marketing	1,172	1,171	2,343	-
Travel	418	813	1,231	-
Postage and stationery	1,065	158	1,223	-
Telephone	1,412	106	1,518	-
Professional fees	1,321	1,983	3,304	-
Audit fees	1,000	1,500	2,500	-
IT support	752	752	1,504	-
Cleaning	170	170	340	-
Bank interest paid	117	53	170	-
Bank charges	386	174	560	-
Training costs	1,058	1,588	2,646	-
Depreciation	170	397	567	3,940
Sundry governance costs	-	1,703	1,703	-
Subscriptions	165	246	411	-
Contractor costs	-	-	-	6,751
Premises expenses	-	-	-	1,760
	55,628	11,009	66,637	12,451
<u>Restricted</u>				
Employee costs	101,385	27,501	128,886	136,401
Miscellaneous	49	33	82	639
Activity materials	2,509	-	2,509	5,557
Contractor costs	80,583	-	80,583	117,954
Publicity	1,628	-	1,628	2,253
Marketing	1,376	1,377	2,753	-
Recruitment costs	3,351	1,479	4,830	1,297
Rent	6,900	6,900	13,800	13,536
Insurance	866	866	1,732	3,221
Travel	2,194	303	2,497	1,578
Postage and stationery	2,916	88	3,004	1,507
Telephone	1,958	100	2,058	2,932
Professional fees	50	75	125	2,260
IT support	2,258	1,754	4,012	4,507
Cleaning	85	85	170	510
Premises expenses	7,711	-	7,711	2,495
Bank interest paid	12	5	17	80
Bank charges	190	85	275	727
Training costs	503	495	998	4,498
Audit fees	-	-	-	2,750
Subscriptions	-	-	-	384
Sundry governance costs	-	-	-	719
	216,524	41,146	257,670	305,805
	272,152	52,155	324,307	318,256

Charitable activity and Governance costs are split according to time and resources spent on RHL activities and management of the charity. These ratios are the same as those used when calculating full cost recovery costs and are regularly reviewed.

During the year the charity decided to change the way expenditure items were allocated. It was felt that this was the best way to accurately represent the activities and running of the charity.

**RUSHMOOR HEALTHY LIVING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

6 Tangible fixed assets

	Total £
Cost	
At 1 April 2008	12,751
Additions	-
At 31 March 2009	12,751
Depreciation	
At 1 April 2008	11,903
Charge for the year	567
At 31 March 2009	12,470
Net book value	
At 31 March 2009	281
At 31 March 2008	848

7 Debtors

	2009 £	2008 £
Other debtors	14,180	2,618
Prepayments	5,966	4,211
	20,146	6,829

8 Creditors: amounts falling due within one year

	2009 £	2008 £
Other creditors	2,252	1,300
Accruals and deferred income	4,305	5,031
	6,557	6,331

9 Transfers between funds

There were no transfers between funds during the year ended 31 March 2009.

In the previous year, £47,054 was transferred from the unallocated unrestricted funds to the Core and programme support fund. This was so the unrestricted funds could be allocated and used in the most effective manner.

**RUSHMOOR HEALTHY LIVING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

10 Movements of funds

	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers between funds £	Fund balances carried forward £
<u>Unrestricted</u>					
Donations	211,616	59,176	(66,637)	-	204,155
Other income	6,253	6,245	-	-	12,498
Bank interest	10,811	12,455	-	-	23,266
	228,680	77,876	(66,637)	-	239,919
<u>Restricted</u>					
Core and programme support	20,410	91,718	(106,480)	982	6,630
Breakfast Clubs	-	9,000	(9,000)	-	-
Looking Good Feeling Good	8,731	12,826	(15,680)	-	5,877
Social Wellbeing	2,510	4,835	(4,727)	(2,493)	125
Physical Activity for Older Adults	1,803	35,056	(33,957)	2,098	5,000
Total Parents-Triffic Kids	21,020	28,852	(23,654)	-	26,218
Healthy Living	19,702	44,538	(45,225)	(587)	18,428
Fuel Poverty	-	24,065	(18,947)	-	5,118
	74,176	250,890	(257,670)	-	67,396
Total funds	302,856	328,766	(324,307)	-	307,315

The £67,396 carried forward represents grants not spent in 2008/09 which are restricted funds to be spent under the same headings in 2009/10.

Donations include unrestricted funds from Rushmoor Borough Council, Hampshire County Council and Hampshire Primary Care Trust.

Other income received in the year of £29,047 represents restricted income of £22,802 from contracts secured and class income, and unrestricted income of £6,245 earned through the provision of various activities.

Core

Core costs are funded by various donors and partner contributions, plus a portion of project grants where full cost recovery was included and include costs such as salaries and general running costs of RHL.

Breakfast Clubs

Donations from Hampshire County Council Childrens Fund are used to improve children's nutrition, hydration, alertness and attendance at school.

Looking Good Feeling Good

Looking Good Feeling Good aims to bring young people and a healthy lifestyle together using a range of activities. This also has a positive effect on their self esteem.

The Big Lottery Fund (Community Fund) donated funds towards all activities in the programme.

Social Wellbeing

Social Wellbeing looks to enhance the quality of life for people in homes by offering a variety of activities to stimulate individuals.

The Pavillion Housing Association donated funds towards activities within this programme and services were delivered according to contracts with other organisations.

**RUSHMOOR HEALTHY LIVING
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2009**

Physical Activity for Older Adults

This range of activities promotes good health and independence by providing a range of activities including chair-based exercise, Tai Chi, Yoga, Pilates, Aerobics and Fit to Dance.

Hampshire County Council and Alfred Henry Goode Trust have all donated funds to various activities within this programme.

Total Parents-Triffic Kids

This fund provides positive support for teenage parents through one to one mentoring and group education sessions. The Paul Hamlyn Foundation, Hampshire County Council and the Hampshire Teenage Pregnancy Partnership have all donated funds towards this programme.

Healthy Living

This programme provides activities for people of all ages relating to exercise and well being. The Big Lottery Fund (Community Fund), Rushmoor Borough Council, Hampshire PCT and Awards for All, all donated funds towards activities within this programme.

Fuel Poverty

This activity assists people suffering with debts to utility companies providing free advice and access to relief grants where appropriate. It also promotes energy conservation to a wider audience.

Scottish Power donated funds towards this programme during the year.

11 Financial commitments

At 31 March 2009 the company had annual commitments under operating rent leases as follows:

	2009	2008
	£	£
Expiry date:		
In one to two years	3,447	-
In two to five years	-	3,458

£13,800 was charged for operating rent leases during the year (2008: £13,536).

12 Pension

The company operates a defined contribution scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £2,620 (2008: £1,868).

13 Controlling party

The ultimate controlling party is the board of directors of RHL.

14 Auditors' Ethical Standards

In common with many businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities, assist with the preparation of the financial statements, and provide bookkeeping and accounting advice from time to time.