

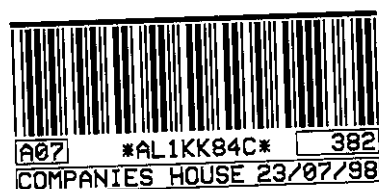
KINGSHILL HOUSE LIMITED

ANNUAL REPORT AND ACCOUNTS

31ST MARCH 1998

Charity Commission Reference Number: 1055651

Company Registered Number: 3166320



KINGSHILL HOUSE LIMITED**SIGNIFICANT INFORMATION**

The Company is established as a Company limited by guarantee and is registered as a charity with the Charity Commission. The affairs of the Company are governed by its memorandum and articles of association. The liability of the Members in the event of the Company being wound up is limited to a sum not exceeding £1 .

Members

Mr K A Hitchings

Dr A R R Telford

Mr D H Batchelor

Mr H Atkinson

Mr R J Littleford

Mrs D E Lewis

Mrs C M Darlaston

Councillor B E Allen (Dursley Town Council)

Councillor Mrs H A Fowles (Stroud District Council)

Councillor W J Thompson (Stroud District Council)

Councillor Ms M Clifton (Cam Parish Council & Stroud District Council)

Board of Directors

Mr K A Hitchings (Chairman)

Dr A R R Telford (finance Director)

Mr D H Batchelor (Project Director)

Mr H Atkinson

Mrs C M Darlaston (appointed 12th January 1998)

Company Secretary/Arts Co-ordinator: Miss K J Edmonds

Registered Office:

Kingshill House

Kingshill Lane

Dursley

Glos. GL11 4BZ

Bank:

Lloyds Bank

12 Rowcroft

Stroud

Glos. GL5 3BT

Solicitors:

Goldinghams

10 Long Street

Wotton-U-Edge

Glos

GL12 7ER

Accountants:

Tomlinson Harris & Co.,

Prospect House,

5 May Lane,

Dursley,

Glos

GL11 4JH

KINGSHILL HOUSE LIMITED

SIGNIFICANT INFORMATION

Trustees Responsibilities For The Financial Statements

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of the profit or loss of the charity for that period. In preparing those financial statements, the trustees are required to :

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 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.

Organisational Structure

The day to day administration of the company is delegated by the Directors to the Company Secretary, who is the only employee. The Directors meet quarterly, or as often as the needs of the Company require.

KINGSHILL HOUSE LIMITED

TRUSTEES' REPORT

The Trustees present their report and the accounts for the period ended 31st March 1998.

General

Kingshill House Limited has an agreement with Stroud District Council to convert the property, Kingshill House for use as a Community Arts Centre. The objective is to provide a centre accessible by the whole community, such that any prevailing barriers to enjoyment of and participation in education and arts community activities are minimised and eventually removed. The Arts Centre is to be the stimulus for the rejuvenation of the community providing a lively environment for a wide range of artistic facilities including workshops, performances, rehearsals, exhibitions, classes, seminars and meetings.

Developments, Activities and Achievements during the period

Contractors Chappell & Dix successfully finished the first tranche of the conversion in July 1997. Unfortunately, the project received a set-back in May 1997 when a lottery application to the Arts Council of England was rejected. Encouraged to re-submit, a lottery consultant was appointed in August 1997 to assist with the second application and preparation of this re-submission took ten months. This application is currently being processed.

Undeterred, it was decided by the Board to examine what further works could be undertaken by the contractors to enable partial use of the building. In September work began on the main rehearsal room and dance studio on the first floor to bring these rooms into use. This was completed in December and DODS were able to rehearse in Kingshill House. During this time volunteers had continued to work in the house, and in January 1998 they removed the boards from the first floor windows. To date the sum of £112,133 has been spent on the house conversion.

Financial Activities and Affairs

Fund-raising has continued through the year. The total received in donations and fundraising was £32,907. Highlights include Godspell by the Kingshill House Players, a joint concert by the Dursley Male Voice Choir and Cotswold Chorus, and the Kingshill House Ball held at Berkeley Castle. With the lottery application decision awaited fund-raising is now the priority and during the coming year an Arts & Crafts Exhibition, a visit from The Bristol Old Vic Theatre School and an Arts Festival are planned along with other projects.

Market research has also been carried out in association with the Adult Education Consortium in Gloucestershire and arts courses are being planned for the future. New projects are also starting, in particular the Kingshill House Art Club, and the Cam & Dursley Music Initiative, and others are planned for the coming year. Cotswold Vale Talking Newspapers continue to use their recording studio and DODS Wardrobe have settled into their new accommodation.

KINGSHILL HOUSE LIMITED

TRUSTEES' REPORT (cont'd)

Auditors

A resolution to re-appoint Messrs. Tomlinson Harris & Co will be proposed at the Annual General meeting.

Approved by the trustees on 15th July '98 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'K. A. Hitchings', with a large, sweeping flourish extending to the right.

K. A. Hitchings
Chairman

AUDITORS' REPORT

to the members of Kingshill House Limited

We have audited the financial statements on page 6 to 14 which have been prepared under the historical cost convention and the accounting policies set out on page 9.

Respective Responsibilities of Trustees and Auditors

As described on page 2 the Company's trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

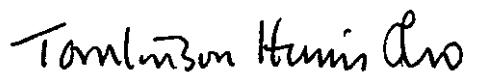
We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosure in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and 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 misstatements, whether caused by fraud or other irregularity or error. In forming an 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 of the state of the Company's affairs at 31st March 1998 and of its profit for the period then ended and have been properly prepared in accordance with the Companies Act 1985.

Date 16th July 1998



Tomlinson Harris & Co.
Registered Auditors
Prospect House,
5 May Lane,
Dursley,
Glos,
GL11 4JH.

KINGSHILL HOUSE LIMITED**STATEMENT OF FINANCIAL ACTIVITIES****for the period ended 31st March 1998**

	<u>Notes</u>	<u>General Fund</u>	<u>1997</u>
		<u>£</u>	<u>£</u>
INCOME AND EXPENDITURE			
Income Resources			
Donations	3	28,184	23,900
Grants	4	38,000	72,000
Gifts		2,800	900
Fundraising		4,723	-
Covenants		200	100
Room Hire		600	-
Other Income	5	2,899	1,534
Bank Interest	6	446	517
Total Income		<u>77,852</u>	<u>98,951</u>
Resources Expended			
Initial Costs	7	-	1,546
Direct Charitable Expenditure	8	84,344	53,006
Management and administration	9	17,193	22,200
Total Expenditure		<u>101,537</u>	<u>76,752</u>
Net Income Resources for the period		(23,685)	22,199
OTHER RECOGNISED GAINS AND LOSSES			
		-	-
Net Movements in Funds		(23,685)	22,199
Total funds brought forward		22,199	-
TOTAL FUNDS CARRIED FORWARD		<u>(1,486)</u>	<u>22,199</u>

The notes on page 9 to 14 form an integral part of these accounts

KINGSHILL HOUSE LIMITED**INCOME AND EXPENDITURE ACCOUNT****for the period ended 31st March 1998**

	<u>Notes</u>	<u>General Fund</u>	<u>1997</u>
		<u>£</u>	<u>£</u>
INCOME			
Donations & Grants	3 & 4	66,184	95,900
Fundraising		4,723	-
Covenants		200	100
Room Hire		600	-
Gifts		2,800	900
Other Income	5	2,899	1,534
Interest Receivable	6	446	517
Total Income		77,852	98,951
EXPENDITURE			
	7 8 & 9	101,537	76,752
Net (Deficit)/Income for the Period		(23,685)	22,199

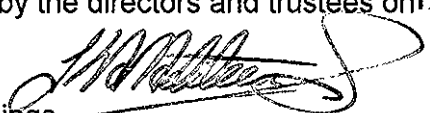
All of the activities undertaken by the charity were continuing activities. The gains for the period not included in the income and expenditure account are shown in the statements of financial activities.

The notes on page 9 to 14 form an integral part of these accounts

KINGSHLL HOUSE LIMITED**BALANCE SHEET AS AT 31ST MARCH 1998**

	<u>Notes</u>	<u>£</u>	<u>£</u>	<u>1997</u> <u>£</u>	<u>£</u>
FIXED ASSETS					
Tangible Assets	10		2,407		2,479
CURRENT ASSETS					
Stock		580		600	
Debtors	11	10,314		2,516	
Cash at Bank and in Hand		<u>17,482</u>		<u>43,470</u>	
		28,376		46,586	
CREDITORS: Amounts falling due within one year	12	<u>28,069</u>		<u>18,776</u>	
NET CURRENT ASSETS			<u>307</u>		<u>27,810</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			2,714		30,289
CREDITORS: Amounts falling due after more than one year	13		4,200		8,090
PROVISION FOR LIABILITIES AND CHARGES			<u>-</u>		<u>-</u>
			(1,486)		22,199
FUNDS					
General Funds	14		<u>(1,486)</u>		<u>22,199</u>

Approved by the directors and trustees on 15th July '98 and signed on their behalf:


K. A. Hitchings
Chairman

The notes on pages 9 to 14 form an integral part of these accounts

KINGSHILL HOUSE LIMITED**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 1998****1. Accounting Policies****Basis of Accounting**

The statement of accounts have been prepared in accordance with the provisions in the Companies Act 1985, the Statement of Recommended Practice Accounting by Charities and applicable accounting standards. Where necessary the headings laid down in the Companies Act have been adapted to meet the special activities of the Company. The Company qualifies as a small company under the Companies Act 1985, the trustees have elected to take advantage of the exemptions under FRS1 not to prepare a cash flow statement.

Income

Donations are accounted for when received by the Company. Other income is accounted for on an accruals basis as far as it is prudent to do so.

Grants

Revenue grants are credited to the income and expenditure account as received.

Taxation

As a registered charity, the Company benefits from Rates relief and is generally exempt from Income Tax and Capital Gains Tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Depreciation

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

Fixtures, Fittings and Equipment	20% straight line
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Voluntary Income

The company receives the benefit of work carried out by volunteers. No monetary value is placed on this although the benefit to the company has been considerable.

2. Staff Costs

The only employee of the Company during the period under review was Miss K.J. Edmonds, the Company Secretary. No remuneration is paid to the Trustees. The project director and project manager have continued to provide services free of charge.

KINGSHILL HOUSE LIMITED**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 1998**

	General Fund £	1997 £
3. Donations		
Fund Raising Donations	9,215	8,900
The Rotary Club	1,000	-
Dursley Male Voice Choir and Cotswold Chorus	1,138	-
Dursley Lions	5,000	-
Dursley Operatic & Dramatic Society	10,000	15,000
Dursley Operatic & Dramatic Society - 500 Club	1,831	-
	<u>28,184</u>	<u>23,900</u>
4. Grants		
Stroud District Council	35,000	60,000
Dursley Town Council	3,000	6,000
Cam Parish Council	-	6,000
	<u>38,000</u>	<u>72,000</u>
5. Other Income		
Rent 'CVTN'	1,000	1,000
Collection	231	448
Sundry Income	1,668	86
	<u>2,899</u>	<u>1,534</u>
6. Investment Income		
Interest Receivable	<u>446</u>	<u>517</u>
7. Initial Costs		
Professional Services	-	1375
Telephone Connection	-	99
MEB - Cottage	-	72
	<u>0</u>	<u>1546</u>

KINGSHILL HOUSE LIMITED**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 1998**

	General Fund	1997
	£	£
8. Direct charitable expenditure		
Property Repairs	72	3,916
General Repairs	90	1,179
Insurance	5,428	4,138
Building Works	65,665	21,920
Architect's Fees	7,784	16,764
Engineering Consultant	1,234	1,975
Lighting Consultant	-	1,264
Function Costs	2,522	-
Professional Fees	1,549	-
Property Repairs - Cottage	-	1,850
	<u>84,344</u>	<u>53,006</u>
9. Management and administration		
Administrators Salary & National Insurance	10,691	12,598
Computer Software	-	96
Security Costs	358	309
Water	281	500
Heat and Light	1,867	1,725
Telephone and Postage	862	562
Stationery and Adverts	513	479
Accountancy & Audit Charges	1,650	1,500
Bank Charges	29	-
Sundry Expenses	184	1,481
Loss on Disposal of Fixed Assets	-	2,330
Depreciation	758	620
	<u>17,193</u>	<u>22,200</u>

The average number of employees was one (1997: one).

KINGSHILL HOUSE LIMITED**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 1998****10. Tangible fixed assets**

	<u>Equipment</u>
	<u>£</u>
Cost	
Balance brought forward 1st April 1997	3,099
Additions	686
Disposals	-
At 31st March 1998	<u>3,785</u>
Depreciation	
Balance brought forward 1st April 1997	620
Charge for the period	758
Eliminated on disposal	-
At 31st March 1998	<u>1,378</u>
Written down amount as at 31st March 1997	<u>2,479</u>
Written down amount as at 31st March 1998	<u>2,407</u>

11. Debtors

	<u>£</u>	<u>1997</u>
		<u>£</u>
Trade Debtors	600	-
H M Customs & Excise	2,728	2,516
Stroud District Council - balance of grant	3,486	-
Insurance Claim - theft of lead	3,000	-
Donation	500	-
	<u>10,314</u>	<u>2,516</u>

12. Creditors: Amounts falling due within one year

	<u>£</u>	<u>1997</u>
		<u>£</u>
Other Creditors & Social Security costs	225	232
Building Work	19,540	13,307
Architects Fees	471	1,400
Work re: theft of lead	3,000	-
Accrued Expenses	4,833	3,837
	<u>28,069</u>	<u>18,776</u>

KINGSHILL HOUSE LIMITED**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 1998****13. Creditors: Amounts falling due after more than one year**

	<u>£</u>	<u>£</u>
<u>Loans from Friends of Kingshill House</u>		
Amounts falling due between 1-2 years	420	809
Amounts falling due between 2-5 years	1,260	2,427
Amounts falling after 5 years	2,520	4,854
	<u>4,200</u>	<u>8,090</u>

The loans from Friends of Kingshill House bear no interest charges and are repayable by annual instalments over 10 years. In return for the interest free loan "Friends" will receive free membership of Kingshill House and all the benefits that are attached to this.

14. Funds

	<u>General Funds £</u>	<u>1997 £</u>
Balance brought forward 1st April 1997	22,199	-
Incoming resources for the period	77,852	98,951
Outgoing resources for the period	(101,537)	(76,752)
	<u>(1,486)</u>	<u>22,199</u>
At 31st March 1998		
	<u>(1,486)</u>	<u>22,199</u>
Represented by:		
Tangible fixed assets	2,407	2,479
Net current assets	307	27,810
Loans Friends	(4,200)	(8,090)
	<u>(1,486)</u>	<u>22,199</u>

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 1998

15. Kingshill House

Kingshill House is occupied by the Company under a supplemental agreement with Stroud District Council dated 12th February 1998. The completion of the lease will depend upon the receipt of National Lottery Funding. The contractual term will be for 50 years, the initial rent is £5 per annum and will be reviewed in 10 years and every 5 years thereafter. The lease will require that the company be responsible for the repair and maintenance of Kingshill House.

The total projected building works are expected to amount to approximately £380,000. As noted in the Trustees Report £112,133 has been incurred to date. The balance of the work will be authorised as and when funding is available.