

Charity number: 1100890
Company number: 3172021

Media Archive of Central England Limited
(A company limited by guarantee)

Trustees' report and financial statements

for the year ended 31 March 2012

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Media Archive of Central England Limited
(A company limited by guarantee)

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Media Archive of Central England Limited
(A company limited by guarantee)

Legal and administrative information

Charity number 1100890

Company registration number 3172021

Business address MHT Building
University of Lincoln
Lincoln
LN6 7TS

Registered office MHT Building
University of Lincoln
Lincoln
LN6 7TS

Trustees	Eric Ray Johnson	
	David Rose	Resigned 13/7/12
	Laraine Porter	Resigned 13/7/12
	Christine Fyfe	Resigned 22/9/11
	Michael Dolan	Resigned 22/9/11
	Amanda Huntley	
	John Buckley	
	Garry Campbell	
David Sleight	Apptd 20/7/12	

Secretary James M Patterson

Accountants Bissell & Brown Birmingham Limited
12 Portman Rd
Kings Heath
Birmingham
B13 0SL

Bankers Unity Trust Bank PLC

Media Archive of Central England Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2012

The trustees present their report and the financial statements for the year ended 31 March 2012. The trustees, who are also directors of Media Archive of Central England Limited for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

MACE is a charity and also a not for profit company limited by guarantee. It is governed by its articles of association and is subject to laws applicable to companies and charities.

The board of trustees exercise responsibility for budgets, strategy, policies and staffing by formal meetings and engagement in sub committees and with paid staff.

Day to day operations are the responsibility of paid staff who report to the trustees.

Board matters

During the year the board was joined by David Sleight, Dean of Media, Humanities and Performance at the University of Lincoln. Christine Fyfe resigned from the board. David Rose stepped aside from the Chair and Ray Johnson took over on a pro tem basis.

Staff changes

The staff complement has been stable despite the relocation of the archive to Lincoln from Leicester. Kayla Thompson joined the HLF Full Circle project when she concluded the short project she was appointed for and has proved to be an invaluable addition to the technical area. Sandy Bent's short contract ended though she continued as a volunteer until the move.

Patterns of work have changed with 4 staff primarily home based. New staff contracts were adopted to accommodate the change in location and these changes in working practices. Full risk assessments of home working facilities were undertaken and the change is working well. We will review the situation in September 2012 (after one year of operating the new system).

We are developing new volunteers in our new location and are discussing the potential for work experience and internship opportunities with the School of Media at the University of Lincoln.

Public Benefit Statement

In the exercise of their powers as charity trustees, they have had due regard to the published guidance from the charity commission on the operation of the public benefit requirement, and

the aims of the charity are carried out for the public benefit.

The trustees consider the support to disadvantaged and poorer members of the community in Birmingham, and dissemination of lessons learned to the rest of the country, to be of public benefit.

Objectives and activities

Overview

The purpose of the charitable company is the selection, acquisition and documentation of the moving image culture and history of the east and west midlands for public benefit and education.

Media Archive of Central England Limited
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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2012

Collection matters

The year saw the analogue film and tape collection move into new purpose built temperature and humidity controlled storage created as part of the new base for the archive in Lincoln and funded through the Revitalising the Regions Programme in partnership with the University of Lincoln

The store has performed well developing and maintaining the stable environment that the collection needs

A solution for the storage of digital masters on hard drive arrays held within the university's server rooms and connected to the University network has been implemented and will serve well for the time being

The continued success of the Heritage Lottery funded Full Circle project has seen the number of private collections being offered us maintained - many of these are proving to be of very considerable interest Other collections continue to be offered and acquired throughout the year In particular following lengthy negotiations as the year concluded we expected delivery of the Staffordshire Film Archive, The Rubery Owen Collection, the EM media Collection and film materials from the Siemens archive relating to the engineering history of Lincoln Negotiations are under way with the BBC regarding the deposit with MACE of its regional materials

The cataloguing of material has continued steadily throughout the year reflecting the benefit of having a full time cataloguer Catherine English, our cataloguer, has been running cataloguing workshops in the community as part of the Full Circle project and has been gathering information about material from the communities she is working with

Accessibility

Virtual

The year saw us add a further 5000 titles to our on line catalogue so the number of records searchable now exceeds 50,000

About 4150 of these have an extract or are completely available to view on line presented alongside the catalogue entry so that the written and visual information can inform each other

The new web site launched at the end of 2010/11 has attracted a tenfold increase in the level of usage with visits up from about 8,000 in 2010/11 to nearly 100,000 in 2011/12

Viewing and screening

Our standard screening programmes in art centres and cinemas across the region have been further enhanced with the inclusion of material in rural touring programmes and festivals

Additionally the Full Circle project has continued to deliver public screenings locally organised and promoted and in more local venues across the midlands

In total the year saw 87 screening events across the 2 regions

Education

The Full Circle project has seen work related to the project engage 15 different schools during the year

The WeeVee editing tool designed for children to experience archive film through the ability to re-edit and create new stories has been further developed as an educational tool during the year and is being trialled with teachers

MACE Director James Patterson is now working with the School of Media and the School of Humanities to develop post graduate opportunities at the University of Lincoln He is additionally contributing lectures to the undergraduate programmes

Commercial

MACE Development Manager Emma Morley has continued to grow the commercial activity of the company and has met all targets set for her to achieve in the year We continue to explore the income generation opportunity that certain niche markets will provide for us in developing product for personal use The year saw the release of two successful DVDs Further releases are planned for 2012/13

Media Archive of Central England Limited
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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2012

Plans are now in train to move towards the creation of a joint commercial unit to work with 4 partner archives consequent on business planning work undertaken as part of the screen heritage UK programme. This will be taken forward over the next 3 years.

Screen Heritage UK

The last quarter of last year saw the beginning of the detailed planning for the project for MACE to relocate into purpose adapted accommodation at the University of Lincoln.

With relatively few problems the work went ahead and was completed on time and under budget in early September 2011. MACE moved in the last two weeks of September and managed to maintain a largely uninterrupted service over the whole period.

The MACE Director is now employed by the University as a Senior Academic in the Faculty of Media Humanities and Performance with a clear line of responsibility to the Board for the ongoing direction of MACE.

MACE remains an independent Company and Charity following the changes.

Summary

The year has seen the conclusion of a 10 year agreement with the University of Lincoln, the development of new purpose built premises for the archive at the University of Lincoln and the appointment of the post of MACE Director to the staff of the College of Arts (Faculty of Media, Humanities and Performance) within the University. The collections, facilities and staff relocated to the new premises in Lincoln from Leicester in September 2011.

The HLF funded Full Circle project concluded a most successful second year and has hit all of its targets. The first of the Midlands on Film DVDs was released.

Financial review

Financial picture

The overall national economic position continues to impact us. In the year in question our core support was reduced from £68,500 to about £43,000 but because the director's salary was paid by the University from the second quarter we managed to survive this reduction and have managed to finish the year in a sound financial position once again and without having to dip into our small reserves. Commercial income has held up satisfactorily even though we have not had the planned number of DVD releases to boost income.

Core funding for 2012/13 has been applied for and, at the time of writing we await the outcome. If successful we will have £62,000 of core support. Funders Creative England and BFI see this as a transition year and we expect to be in discussion about the future shape of core funding for the sector with the hope of finding a satisfactory resolution in advance of financial year 2013/14 to allow for sensible developmental planning.

We have developed an operating planning budget for the coming year.

Media Archive of Central England Limited
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Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2012

Plans for future periods

Our priorities for 2012/13 are

The development of significant income streams as part of a revised business model

The successful delivery of two small projects, one in partnership with the Cambridge Film Trust and one to deliver screening events on the web

- The successful conclusion of the HLF Full Circle Project
- In partnership with BFI and Creative England, the continuation of active involvement in discussions regarding collaboration/aggregation with colleague RFAs as part of a major development of RFA strategy for England with a view to being a major player in any revised film archive landscape

Further consolidation and development of the partnership with the University of Lincoln

Statement of trustees' responsibilities

The trustees (who are also directors of Media Archive of Central England Limited for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK 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 unless it is inappropriate to presume that the charitable company will continue in operation

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

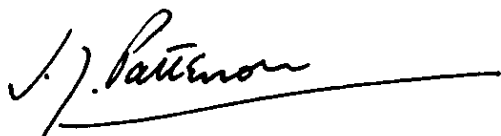
Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

Media Archive of Central England Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2012

On behalf of the board

A handwritten signature in black ink, appearing to read 'J. M. Patterson', followed by a long horizontal line extending to the right.

James M Patterson
Secretary

Media Archive of Central England Limited
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Independent examiner's report to the trustees on the unaudited financial statements of Media Archive of Central England Limited.

I report on the accounts of Media Archive of Central England Limited for the year ended 31 March 2012 set out on pages 2 to 17

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act), as amended by section 28 of the Charities Act 2006 and that an independent examination is needed. It is my responsibility to examine the accounts under section 43(3)(a) of the Act, as amended, to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act, as amended, and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements
- to keep proper accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities
- have not been met, or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Barry Matthews
FCA

Independent examiner
Bissell & Brown Birmingham Ltd
12 Portman Rd
Kings Heath
Birmingham
B13 0SL

Media Archive of Central England Limited
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2012

	Notes	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
Incoming resources					
Incoming resources from generating funds					
Voluntary income	2	45,762	-	45,762	69,000
Incoming resources from charitable activities	3	221,681	188,078	409,759	403,636
Total incoming resources		<u>267,443</u>	<u>188,078</u>	<u>455,521</u>	<u>472,636</u>
Resources expended					
Charitable activities	4	228,958	157,996	386,954	387,217
Governance costs	7	11,768	-	11,768	13,035
Total resources expended		<u>240,726</u>	<u>157,996</u>	<u>398,722</u>	<u>400,252</u>
Net incoming resources for the year /					
Net income for the year		26,717	30,082	56,799	72,384
Total funds brought forward		60,530	58,122	118,652	46,268
Total funds carried forward		<u>87,247</u>	<u>88,204</u>	<u>175,451</u>	<u>118,652</u>

The notes on pages 11 to 17 form an integral part of these financial statements

Media Archive of Central England Limited
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Balance sheet
as at 31 March 2012

	Notes	2012 £	2011 £
Fixed assets			
Tangible assets	11	89,496	59,680
Current assets			
Debtors	12	24,998	41,347
Cash at bank and in hand		128,548	237,282
		<u>153,546</u>	<u>278,629</u>
Creditors: amounts falling due within one year	13	<u>(67,591)</u>	<u>(219,654)</u>
Net current assets		<u>85,955</u>	<u>58,972</u>
Net assets		<u>175,451</u>	<u>118,652</u>
Funds			
Restricted income funds		88,204	58,122
Unrestricted income funds		87,247	60,530
Total funds		<u>175,451</u>	<u>118,652</u>

The Balance Sheet continues on the following page

The notes on pages 11 to 17 form an integral part of these financial statements.

Media Archive of Central England Limited
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Balance sheet (continued)

Trustees statements required by the Companies Act 2006
for the year ended 31 March 2012

In approving these financial statements as trustees of the company we hereby confirm

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ,

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2012

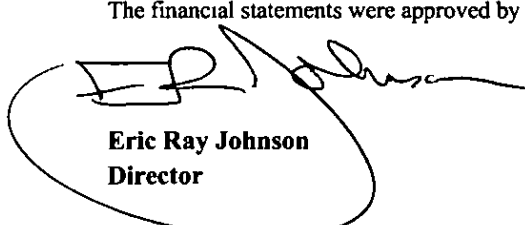
(c) that we acknowledge our responsibilities for

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the board on 12 December 2012 and signed on its behalf by



Eric Ray Johnson
Director

The notes on pages 11 to 17 form an integral part of these financial statements.

Media Archive of Central England Limited
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Notes to financial statements
for the year ended 31 March 2012

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

1.2. Fund accounting

Unrestricted funds are expendable at the discretion of the Directors in the furtherance of the objects of the charity. The directors may for administrative purposes, or to comply with best accounting practice, treat part of unrestricted funds as a separate fund. This does not legally restrict the trustees' discretion to apply the funds as they see fit.

Restricted funds can, because of the wishes of funders, only be expended at the discretion of the Directors in accordance with the grant application and in the furtherance of the particular project.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Grants, including those for capital expenditure, are recognised in full in the statement of financial activities in the year in which they are receivable.

1.4. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management.

Governance costs include the costs of governance arrangements which relate to the general running of the charity as opposed to the direct management functions inherent in generating funds, service delivery and programme or project work. These activities provide the governance infrastructure which allows the charity to operate and to generate the information required for public accountability. They include the strategic planning processes that contribute to future development of the charity.

Media Archive of Central England Limited
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Notes to financial statements
for the year ended 31 March 2012

1.5. Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows

Fixtures, fittings and equipment - 25% straight line

1.6. Capital grants

Government and other grants for capital expenditure is shown as deferred income and amortised over the life of the underlying asset

2. Voluntary income

	Unrestricted funds £	2012 Total £	2011 Total £
Donations	112	112	-
East Midlands Media	27,650	27,650	33,000
Screen West Midlands	18,000	18,000	36,000
	<u>45,762</u>	<u>45,762</u>	<u>69,000</u>

3. Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
DFAF	-	-	-	177,691
RtR Project	104,304	54,068	158,372	65,920
Take One	-	-	-	1,737
My Leicestershire	-	-	-	5,600
GRT Services	5,224	-	5,224	776
Search your film archive	7,000	-	7,000	-
Education Wevee	6,533	-	6,533	-
Full Circle (HLF)	-	134,010	134,010	119,207
Earned Income	51,370	-	51,370	32,705
Project Funds b/f	47,250	-	47,250	-
	<u>221,681</u>	<u>188,078</u>	<u>409,759</u>	<u>403,636</u>

Media Archive of Central England Limited
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Notes to financial statements
for the year ended 31 March 2012

4. Direct costs of Charitable activity

	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
Purchases	100,381	2,911	103,292	232,804
Staff salaries & NI etc	93,346	104,632	197,978	107,695
Staff other costs	-	-	-	2,100
Motor & travel	44	10,104	10,148	3,512
Telephone	-	1,575	1,575	569
Other office expenses	-	1,205	1,205	1,040
Advertising	-	1,710	1,710	2,941
Depreciation - Full Circle equipment	1	22,343	22,342	19,374
Depreciation - SIN/RtR equipment	-	13,516	13,516	-
Other costs	-	-	-	55
	<u>193,770</u>	<u>157,996</u>	<u>351,766</u>	<u>370,090</u>

5. Costs of charitable activities - by activity

	Activities undertaken directly £	Support costs £	2012 Total £	2011 Total £
Conservation and preservation of a media archive	351,766	35,185	386,951	387,217
	<u>351,766</u>	<u>35,185</u>	<u>386,951</u>	<u>387,217</u>

Media Archive of Central England Limited
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Notes to financial statements
for the year ended 31 March 2012

6. Analysis of support costs

	Conservation and preservation of a media archive £	2012 Total £	2011 Total £
Staff costs	1,575	1,575	599
Repairs and maintenance	-	-	699
Insurance	1,611	1,611	1,180
Motor and travelling costs	7,969	7,969	7,810
Other professional fees	613	613	326
Communication and information technology	1,568	1,568	479
Other office expenses	20,144	20,144	5,051
Depreciation and impairment	1,013	1,013	780
Bank Charges	392	392	199
Other	300	300	4
	<u>35,185</u>	<u>35,185</u>	<u>17,127</u>

7. Governance costs

	Unrestricted funds £	2012 Total £	2011 Total £
Staff costs - Wages & salaries	10,000	10,000	10,004
Professional - Accountancy fees	1,750	1,750	1,225
Professional - Other	18	18	1,806
	<u>11,768</u>	<u>11,768</u>	<u>13,035</u>

8. Net incoming resources for the year

	2012 £	2011 £
Net incoming resources is stated after charging		
Depreciation and other amounts written off tangible fixed assets	<u>36,848</u>	<u>20,154</u>

Media Archive of Central England Limited
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Notes to financial statements
for the year ended 31 March 2012

9. Employees

Employment costs	2012	2011
	£	£
Wages and salaries	207,978	117,699
Other costs	1,575	2,699
	<u>209,553</u>	<u>120,398</u>

No employee received emoluments of more than £60,000 (2011 None)

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows

2012	2011
Number	Number
<u>7</u>	<u>7</u>

10. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts

11. Tangible fixed assets

	Fixtures, fittings and equipment	Total
	£	£
Cost		
At 1 April 2011	106,932	106,932
Additions	66,686	66,686
At 31 March 2012	<u>173,618</u>	<u>173,618</u>
Depreciation		
At 1 April 2011	47,274	47,274
Charge for the year	36,848	36,848
At 31 March 2012	<u>84,122</u>	<u>84,122</u>
Net book values		
At 31 March 2012	<u>89,496</u>	<u>89,496</u>
At 31 March 2011	59,658	59,658

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Notes to financial statements
for the year ended 31 March 2012

12. Debtors

	2012	2011
	£	£
Trade debtors	17,275	9,907
Other debtors	7,723	31,440
	<u>24,998</u>	<u>41,347</u>

13. Creditors: amounts falling due within one year

	2012	2011
	£	£
Trade creditors	13,001	14,499
Other taxes and social security	(216)	-
Accruals and deferred income	54,806	86,353
Loans held for consortium members	-	118,805
	<u>67,591</u>	<u>219,657</u>

14. Unrestricted funds

	At 1 April 2011 £	Incoming resources £	Outgoing resources £	At 31 March 2012 £
General Unrestricted Fund	<u>60,530</u>	<u>267,443</u>	<u>(240,726)</u>	<u>87,247</u>

Media Archive of Central England Limited
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Notes to financial statements
for the year ended 31 March 2012

15. Restricted funds

	At 1 April 2011 £	Incoming resources £	Outgoing resources £	At 31 March 2012 £
Heritage Lottery Full Circle	58,122	134,010	(144,480)	47,652
SIN/RtR	-	54,068	(13,516)	40,552
	<u>58,122</u>	<u>188,078</u>	<u>(157,996)</u>	<u>88,204</u>

Purposes of restricted funds

The Heritage Lottery Full Circle Project is to collect private archive material and arrange screenings. The balance represents the portion of unamortised capital equipment acquired which will be matched by future depreciation charges.

The RtR balance represents the unamortised balance of the Net Book Value of the equipment purchased in the name of MACE and will be used to meet future depreciation write-downs.

16. Company limited by guarantee

Media Archive of Central England Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

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The following pages do not form part of the statutory accounts.

Media Archive of Central England Limited
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Detailed statement of financial activities

For the year ended 31 March 2012

	2012		2011	
	£	£	£	£
Incoming resources				
Incoming resources from generating funds:				
<i>Voluntary income</i>				
Donations		112		-
East Midlands Media		27,650		33,000
Screen West Midlands		18,000		36,000
		<u>45,762</u>		<u>69,000</u>
Total incoming resources from generating funds		<u>45,762</u>		<u>69,000</u>
Incoming resources from charitable activities				
DFAF		-		177,691
RtR Project		158,372		65,920
Take One		-		1,737
My Leicestershire		-		5,600
GRT Services		5,224		776
Search your film archive		7,000		-
Education Wevee		6,533		-
Full Circle (HLF)		134,010		119,207
Earned Income		51,370		32,705
Project Funds b/f		47,250		-
		<u>409,759</u>		<u>403,636</u>
Total incoming resources		<u><u>455,521</u></u>		<u><u>472,636</u></u>

Media Archive of Central England Limited
(A company limited by guarantee)

Detailed statement of financial activities

For the year ended 31 March 2012

	2012 £	2011 £
Charitable activities		
Conservation and preservation of a media archive		
<i>Activities undertaken directly</i>		
Direct - Purchases	103,292	232,804
Direct - Staff - Wages & Salaries	197,978	107,695
Direct - Staff - Other	-	2,100
Direct - Other motor & travel expenses	10,148	3,512
Direct - Office expenses - Telephone	1,575	569
Direct - Office expenses - Other	1,205	1,040
Direct - Advertising	1,710	2,941
Depreciation & impairment Full Circle Equipment	22,342	19,374
Depreciation SIN/RtR equipment	13,516	-
Direct - Other costs	-	55
	351,766	370,090
<i>Support costs</i>		
Support - Staff - Other	1,575	599
Support - Establishment - Rep & maint	-	699
Support - Establishment - Insurance	1,611	1,180
Support - Other motor & travel exps	7,856	7,530
Support - Entertaining	113	280
Support - Professional - Other	613	326
Support - Office expenses - Telephone	1,568	479
Support - Office expenses - Other	5,186	1,537
Support - Advertising	14,958	3,514
Support - Depreciation & impairment	1,013	780
Support - Bank Charges	392	199
Support - Other costs	300	4
	35,185	17,127
Conservation and preservation of a media archive total expenditure	386,951	387,217
Total charitable activity expenditure	386,951	387,217
Governance costs		
<i>Activities undertaken directly</i>		
Staff costs - Wages & salaries	10,000	10,004
Professional - Accountancy fees	1,750	1,225
Professional - Other	18	1,806
	11,768	13,035
Total governance costs	11,768	13,035
Net incoming/(outgoing) resources for the year	56,800	72,382