

FINANCIAL STATEMENTS

For the year ended 31 March 2000

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SHARROW COMMUNITY FORUM LIMITED

COMPANY INFORMATION

31 March 2000

INCORPORATED	In England on 21 March 1997
NUMBER	3338021
CHAIRPERSON	Ms D McKie (Acting)
OTHER DIRECTORS	Mrs A Wilson Dr M Bayley Dr P Cromar Mrs E Clayton Mr H Gascoigne Mrs L McCall Ms M Wilson Mrs B Glaves Mr J Taylor Ms R Chau Mr B Khan Ms A Castillejo
SECRETARY	Mr R Pinder
REGISTERED OFFICE	St Mary's Community Centre Bramall Lane Sheffield S2 4QZ
AUDITORS	Paul Kirby & Co (Chartered Accountants) 84 Grange Crescent Sheffield S11 8AZ

SHARROW COMMUNITY FORUM LIMITED

DIRECTOR'S REPORT

31 March 2000

The Directors present their report and the audited financial statements for the year ended 31 March 2000.

Principal activity

The principal activity of the company is that of community regeneration. This is achieved through identifying the needs of the diverse communities of Sharrow in Sheffield, and assisting in the co-ordinating and raising of funds and other resources.

Directors

The company is limited by guarantee and does not have a share capital. The Directors of the company during the year are listed below.

Ms D McKie
Mrs A Wilson
Dr M Bayley
Dr P Cromar
Mrs E Clayton
Mr H Gascoigne
Mrs L McCall
Ms M Wilson
Mrs B Glaves
Mr J Taylor
Ms R Chau
Mr B Khan
Ms A Castillejo

Auditors

The current auditors, Paul Kirby & Co., Chartered Accountants have agreed to offer themselves for re-appointment.

Small company exemptions

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

On behalf of the Board of Directors



Mr R Pinder
Secretary
7 September 2000

St Mary's Community Centre
Bramall Lane
Sheffield S2 4QZ

SHARROW COMMUNITY FORUM LIMITED

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the directors (Trustees) to prepare financial statements for each financial period which gives a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume the company will continue in business.

The Directors are responsible for keeping proper accounting records that 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 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Board of Directors



Ms D McKie
Acting Chairperson
7 September 2000

SHARROW COMMUNITY FORUM LIMITED

AUDITORS' REPORT

Auditors' Report to the members of Sharrow Community Forum Limited

We have audited the financial statements on pages 6 to 10 which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, under the historical cost convention and the accounting policies set out on page 8.

Respective responsibilities of directors and auditors

As described on page 4, the company's directors 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

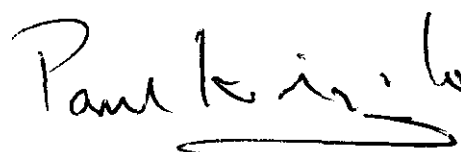
We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements 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 error or other irregularity. 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 of the state of the company's affairs as at 31 March 2000 and of its surplus for the period then ended and have been properly prepared in accordance with the Companies Act 1985.

7 September 2000
Sheffield



Paul Kirby & Co
Registered Auditors
Chartered Accountants

SHARROW COMMUNITY FORUM LIMITED

INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 March 2000

		2000	1999
		£	£
Gross Income	Note 2	50377	24527
Total Expenditure of Continuing operations			
Administrative expenses		(48641)	(21585)
Other operating income		<u>1635</u>	<u>1785</u>
Net incoming resources before taxation	3	3371	4727
Taxation	4	<u>(343)</u>	<u>(375)</u>
Net incoming resources after taxation retained for the period	8	<u><u>3028</u></u>	<u><u>4352</u></u>

Movements in reserves are shown in note 8

SHARROW COMMUNITY FORUM LIMITED

BALANCE SHEET

As at 31 March 2000

	Note	2000 £	2000 £	1999 £	1999 £
Fixed Assets	5		706		1875
Current Assets					
Debtors	6	8567		7716	
Cash at bank and in hand		<u>54536</u>		<u>43626</u>	
		63103		51342	
Creditors	7	<u>(17254)</u>		<u>(9690)</u>	
Net Current Assets			<u>45849</u>		<u>41652</u>
			<u>46555</u>		<u>43527</u>
Reserves					
Income Funds	8		<u>46555</u>		<u>43527</u>
Total Funds			<u>46555</u>		<u>43527</u>

These financial statements are 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 March 2000).

The financial statements on pages 6 to 10 were approved by the Board of Directors on 7 September 2000 and signed on its behalf by:



Ms D McKie
Acting Chairperson

SHARROW COMMUNITY FORUM LIMITED

NOTES ON FINANCIAL STATEMENTS

31 March 2000

1. Accounting policies

Basis of accounting

These financial statements have been prepared under the historical cost accounting rules.

The company has taken advantage of the exemption from preparing a cash flow statement as conferred by Financial Reporting Standard No. 1 (Revised 1996) on the grounds that it qualifies as a small company under the Companies Act 1985.

Income

Donations and other fundraising income is recognised in the accounts in the period in which it is received.

Grant income is accounted for in the period in which it is receivable.

Gifts in kind are included at a fair estimated value.

Provision is made for work outstanding at the year end for which income has been received or is receivable and for which there is a contractual commitment.

Depreciation

Depreciation of fixed assets is calculated to write off their cost or valuation less any residual value over their estimated useful lives as follows:

Computers and associated equipment	33% straight line
Fixtures and fittings	33% straight line

2. Income

In the opinion of the Directors none of the income of the company is attributable to geographical markets outside the UK.

3. Net incoming resources

	2000 £	1999 £
Net incoming resources is stated after crediting		
Interest received and receivable	1635	1785
and after charging		
Auditor's remuneration	1000	650
Depreciation of tangible fixed assets (Note 5)		
Owned assets	365	539
Loss on disposals	804	-

SHARROW COMMUNITY FORUM LIMITED

4. Taxation

	2000	1999
	£	£
Corporation Tax on activities at 21% (1999 21%)	<u>343</u>	<u>375</u>

5. Tangible fixed assets

<u>Computers, furniture and fittings</u>	£
<u>Cost</u>	
31 March 1999	2623
Disposals	(1519)
31 March 2000	<u>1104</u>
<u>Depreciation</u>	
31 March 1999	748
Disposals	(715)
Charge for the period	<u>365</u>
31 March 2000	<u>398</u>
<u>Net Book Amount</u>	
31 March 2000	<u>706</u>
31 March 1999	<u>1875</u>

6. Debtors

	2000	1999
	£	£
<u>Amounts falling due within one year</u>		
Debtors	8065	7009
Prepayments	<u>502</u>	<u>707</u>
	<u>8567</u>	<u>7716</u>

7. Creditors

	2000	1999
	£	£
<u>Amounts falling due within one year</u>		
Trade creditors	6203	1128
Corporation Tax	343	375
Other taxation and social security	-	383
Other creditors	<u>10708</u>	<u>7804</u>
	<u>17254</u>	<u>9690</u>

8. Income & Expenditure Account

	2000	1999
	£	£
Balance at 31 March 1999	43527	39175
Retained surplus for the period	3028	4352
Balance at 31 March 2000	<u>46555</u>	<u>43527</u>

SHARROW COMMUNITY FORUM LIMITED

9. Statement of financial activities

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Incoming resources			
Grants receivable	—	45553	45553
Festival	4824	—	4824
Interest receivable	1635	—	1635
Gross income of continuing operations	6459	45553	52012
Resources expended			
Direct charitable expenditure			
Salaries	—	11135	11135
Projects	—	27718	27718
Festival	4137	—	4137
Other expenditure			
Administration	2413	2412	4825
Depreciation	800	369	1169
Total resources expended	<u>7350</u>	<u>41634</u>	<u>48984</u>
Balances brought forward	41492	2035	43527
Net incoming resources	(891)	3919	3028
Provision re Charity Commission on SSICCP	(34031)	34031	—
Fund balances carried forward as at 31 March 2000	<u>6570</u>	<u>39985</u>	<u>46555</u>
Analysis of assets and liabilities between funds			
Tangible fixed assets	—	706	706
Current assets	55455	7648	63103
Current liabilities	(6709)	(10545)	(17524)
Inter fund balances	(8145)	8145	—
Provision re Charity Commission on SSICCP	(34031)	34031	—
Fund balances at 31 March 2000	<u>6570</u>	<u>39985</u>	<u>46555</u>

Sharrow Community Forum Limited

Working for a better place to live and work

Trustees' Report

For the year ended 31 March 2000

1. Legal and Administrative Information

- 1.1 Sharrow Community Forum Limited is a company limited by guarantee with charitable objectives. Those objectives are above all about making Sharrow "a better place to live and work". At the AGM in September 1999, with the advice of the company's solicitor, a number of changes were made to the constitution. Some altered the position of trustees, others were with a view to registering the Forum with the Charity Commissioners as a company with charitable objects relating to regeneration in Sharrow. Negotiations with the Charity Commissioners around registration have now been resolved.
- 1.2 The registration number is 3338021 and the Registered Office is at St Mary's Community Centre, Bramall Lane, Sheffield, S2 4QZ.
- 1.3 Trustees of the company during the year ended 31 March 2000 were Ann Wilson, Dawn McKie, Michael Bayley, Peter Cromar, Estelle Clayton, Harold Gascoigne, Lily McCall, Mandy Wilson, Brenda Graves, John Taylor, Ruby Chau, Basheer Khan, and Alice Castillejo (appointed December 1999).
- 1.4 Richard Pinder is the Company Secretary and Peter Cromar is the Treasurer. Ann Wilson stood down as Chairperson at the AGM in September and Dawn McKie has been Acting Chairperson since December 1999.
- 1.5 The company's bankers are Yorkshire Bank plc, 139 The Moor, Sheffield.
- 1.6 The company's solicitor is Bev Cross, Legal Consultant at Voluntary Action Sheffield, 69 Division Street, Sheffield.
- 1.7 The company's auditors are Paul Kirby & Co., Chartered Accountants, 84 Grange Crescent, Sheffield.

2. Key Activities

2.1 Help at Home Project

Considerable work was undertaken during the year to investigate the feasibility of developing a community enterprise in this area of need. A successful application was made to the Social Services Department of Sheffield City Council for a Prevention Grant. The first tranche of this grant supported consultants to work with the steering group established by the Trustees, and the local community and their organisations, to develop an Outline Business Plan. On the basis of the Plan, Trustees have agreed to go ahead with establishing the enterprise. However the promised continued support from the City Council has not materialised and that has placed the initiative in some jeopardy.

2.2 Sharrow Festival

Once again a highly successful Festival was held in July on Mount Pleasant Park. The Festival provided a social and cultural showcase for the area, a pointer to the various processes of regeneration occurring in Sharrow, and an opportunity for local residents and groups to meet and exchange information and ideas. The Festival featured entertainment and stalls over two locations.

2.3 The Sharrow Partnership

The links between the Forum and Sheffield United FC have continued to develop, not without some of the difficulties inevitable in creating a meaningful partnership between organisations with very different cultures and expectations. With the Forum's support, successful applications for European and SRB funding were made by SUFC for the first phase of the overall scheme – The Blades Enterprise and Community Centre. Joint management arrangements have been established.

The nurturing of links between a major organisation and local communities, not least with respect to community economic development, has been a key feature. The plans for the Centre include both units for start-up businesses and a significant space dedicated to community use under the control of the Forum. Construction work will be carried out by Mowlem and commenced in July 00.

The Forum remains committed to the promotion of the "Joint Action for Jobs" policy agreed with the club to target more than 200 jobs in the new developments to local residents. The Sheffield College has a key role to play in this initiative.

A Community Liaison Committee to inform and involve the local community in the development has been established by the Forum under the guidance of Ann Wilson. Attendance by the club has been spasmodic until recently.

The Partnership has been recognised as a role model by the Federation of Stadium Communities, a national organisation funded by the Home Office. Ann Wilson has been elected chair of the organisation, with Harold Gascoigne and Yunus Ahmed (AWA 96) represented on the Executive Committee.

2.4 Healthy Connections

Work has been undertaken in a number of areas, focussing especially on the health needs of local Asian women. Significant collaboration with St Mary's Community Centre underpinned much of this work.

2.5 Healthy Living Network

More recently the Forum has agreed to support a desktop feasibility study to look at the development of a Healthy Living Network in Sharrow. The unique nature of the proposal, building upon established organisations and networks, is a very exciting and innovative approach to preventive health care.

2.6 Work with local organisations

Support has been given to local community organisations, such as Asian Welfare Association 1996, contributing to performance review, management development and team building, including assistance with access to funding.

Work has been done to seek to liaise more effectively with the Sharrow, Heeley and Norfolk Park Employers' Forum with the aim of linking more closely around various regeneration issues and processes.

Richard Pinder, the Secretary, is a member of the Open Forum for Economic Regeneration Management Committee, a citywide organisation focusing on regeneration in general and European funding in particular. This should be of major importance in respect of South Yorkshire's newly acquired Objective One status. He has developed the Forum's links with the Community Forums' Network.

2.7 Mount Pleasant Steering Group

A number of the Forum's Trustees have played key roles in the Mount Pleasant Steering Group, set up to review the role and potential for the Centre in the wider community. A feasibility study, produced by the Civic Regeneration consultancy, has been completed, and a small executive group, in which the Forum is involved, has been set up. That group has the

task of identifying and securing funding for refurbishment of the building, and to establish community-based management arrangements for the Centre.

2.8 Single Regeneration Budget

Links have been further developed with funding agencies, such as the Single Regeneration Budget (SRB) Partnership and the City Council's European Unit. Trustees have been members of the local area Management Board for the SRB 2 Programme and the Community Chest Panel. Ongoing work has been established to provide a community perspective into the Sheaf Valley Development Framework.

As from 1 April 00 the Forum will become part of the SRB 4 programme.

2.9 Mount Pleasant Park and Sheffield Wildlife Trust

A major exercise in community involvement has been facilitated in conjunction with the Sheffield Wildlife Trust. A number of working days have been held to carry out various maintenance and refurbishment tasks in the Park alongside a community consultation about the future of the Park. Funding has been secured to develop an Action Plan for the refurbishment of the Park and to develop the competences of local people to manage the developments.

2.10 Equal Opportunities Policy

There has been no progress on this matter during the year.

2.11 Health & Safety Policy

The Trustees have made no progress in finalising this policy. With the support of the Single Regeneration Budget Community Chest the Red Cross delivered courses covering Health & Safety, and Safety at Work, early in the financial year.

2.12 Applications for funding

In addition to the project funding referred to above successful submission were made to the Education Department of Sheffield City Council to carry out a survey around Lifelong Learning provision in the area, and to Sheffield Training and Enterprise Council for work with young people in the area. These pieces of work were in progress at the year-end.

3. Funding

3.1 Single Regeneration Budget

The Single Regeneration Budget was a major source of funding. This grant supported the employment of Rachel Schofield as a part-time Community Development Worker. Rachel resigned from her post in November 99 and the Trustees engaged the services of Richard Pinder, the Secretary, on a consultancy basis to cover the period until 31 March 00. Payment was also made to Sheffield Wildlife Trust and St Mary's Community Centre to complete pieces of work started by Rachel. It was anticipated that the Forum would have access to core funding from both SRB2 and SRB 4 programmes from 1 April 00. The funding from SRB 2 was £16,000 in the financial year.

3.2 Charity Commissioners

The Forum has received notification from the Charity Commissioners as to its appropriateness to receive the assets of the South Sheffield Inner City Community Project. While professional advice available to the Forum is supportive of the Forum's suitability the Trustees have decided to transfer those assets to restricted funds pending the outcome. The sum amounts to £34031. This matter has now been resolved satisfactorily.

3.3 Volunteers

The Forum is very dependent upon the services of unpaid volunteers and of donations in kind. Contributions in respect of management time, consultancy and rent waived have been used as matched funding for the grants from SRB and other bodies. The recorded value of these contributions amounted to £17015 during the financial year. The full value was higher as not all contributions have been fully recorded.

4. Review of transactions and financial position

4.1 Income

The Forum began the year with total funds of £43527. The major source of income received was a grant of £16000 from SRB2.

Specific grants were received from the Sheffield Health Authority (£5980) in respect of work to be carried out around the area of health care with particular reference to the needs of Asian women.

The Social services Department of Sheffield City Council gave a Prevention Grant of £12500 for a feasibility study and business plan around the home care project. Other grants were received and receivable from the Education Department for the Lifelong Learning Study (£4000), the Sheffield TEC for the youth project (£3210), the Heeley Development Trust for work around the Sheaf Valley Development Framework (£2850) and the Sheffield Wildlife Trust (£500).

The major part of the Forum's funds has been placed in a Premium Plus Account with the Yorkshire Bank plc. At the year end there was £33381 in this account.

The Forum received gross bank interest of £1635 and corporation tax has been provided at the small firm's rate.

The Forum, through a small sub-group, organised Sharrow Festival 99, held in Mount Pleasant Park. The event was very successful and attracted support from a variety of organisations and individuals. Overall £4824 was raised and there was a surplus of £687 on the event.

4.2 Expenditure

The major non-project expenditure during the year was on salaries for the Community Development Worker, £11135 in total.

4.3 Balance Sheet

The Accumulated Fund of the Forum held £46555 at the year-end.

During the year the Forum occupied an office at the Mount Pleasant Adult Education Centre. The costs of furnishing the new office (£1103) are being written off on a straight-line basis over three years. During the year the computer crashed and it has been written off in the accounts.

The major debtors at the year end were SRB in respect of claims made for grant for the month ended 31 March 00 (£1438), the Education in respect of stage payment for the Lifelong Learning Project (£3000), and the Sheffield TEC (£3210) for the Youth work project.

The major creditor at the year-end was Sally Robinson Associates for consultancy work on the Help at Home Project (£3290), and St Mary's Community Centre Asian Women's Project (£2195) for work on the Healthy Connections Project. Provisions have been made in respect of work paid for but still to be undertaken on the Community Audit (£1500), the Sheaf Valley Development Framework (£1000), the Youth Project (£1900), and the Lifelong Learning Project (£1200).

In addition to the usual creditors for taxation and pensions the accounts include accruals for professional fees (including £1000 for auditor's remuneration) and legal work on the registration of the Forum as a charity.

The collection at Bramall Lane, held with the support of Sheffield United FC, on 25 March 00, raised £366 for the Sharrow Festival 2000.



Dr Peter Cromar (Treasurer)
7 September 2000