

**THE CONSORTIUM OF
LESBIAN, GAY AND BISEXUAL
VOLUNTARY & COMMUNITY ORGANISATIONS
ANNUAL REPORT & ACCOUNTS
YEAR ENDED 31ST MARCH 2000**



WATERMAN BROWN LTD
Chartered Accountants & Registered Auditors
19 Richmond Road
Exeter

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY & COMMUNITY ORGANISATIONS**
(formerly Lesbian, Gay & Bisexual Voluntary Sector Consortium)

**A PRIVATE COMPANY LIMITED BY GUARANTEE
WITHOUT SHARE CAPITAL**

Company Registration number 3534603

DIRECTORS

J Dickey
P Greasley
T Sharpe

J Shelley (chair)
S Suriyaprakasam
D Deshmukh
T Doyle

J Beveridge
J Frith
C Curtis

COMPANY SECRETARY & REGISTERED OFFICE

J Fox
322 Upper Street
Islington
London N1 2XQ

AUDITORS

Waterman Brown Limited
19 Richmond Road, Exeter EX4 4JG

BANKERS

Co-operative Bank plc

DIRECTORS' REPORT

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

Objectives

The principal objectives for which the company is formed are, by charitable means, to help develop and maximise the effectiveness of voluntary organisations run by and for lesbians, gay men and bisexual people, and to promote good practice within member organisations.

In furtherance of these objectives the company has the following aims:

- i) To publicise the work of lesbian, gay and bisexual organisations, and to encourage and assist the development of partnerships between them.
- ii) To assist lesbian, gay and bisexual organisations to develop their capacity to achieve their purpose more effectively.
- iii) To promote volunteering within the lesbian, gay and bisexual communities.
- iv) To promote good practice in the use and employment of volunteers in lesbian, gay and bisexual organisations.
- v) To work with other volunteer support agencies to promote awareness of lesbian, gay and bisexual issues.

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY & COMMUNITY ORGANISATIONS**

DIRECTORS' REPORT - CONTINUED

YEAR ENDED 31ST MARCH 2000

Review of Activities

The company was incorporated on 25th March 1998 and made a successful application for core funding from the Home Office for a period of 3 years. This is the second year of operations. Feedback from the National Conference, held in March 1999, was very positive and the company published a report on the conference and the work to date. A national directory has been compiled of lesbian, gay and bisexual voluntary and community organisations and was updated in the year. Newsletters and briefings have been produced to aid and assist member organisations.

The company is established for charitable purposes and has made an application for formal recognition as a registered charity with the Charity Commission.

The company changed its name from Lesbian, Gay and Bisexual Voluntary Sector Consortium to The Consortium of Lesbian, Gay and Bisexual Voluntary and Community Organisations on 26th April 2000.

Review of transactions and financial position

The company made a deficit of expenditure over income of £917 although had reserves brought forward totalling £4,558. The charity has successfully applied for funding from the National Lottery and these funds will enable the company to expand its operations. The Home Office grant expires at the end of March 2001, but the Company will be reapplying for a further term. The company is able to meet its future obligations as they fall due.

Voluntary help

The company's services are provided with the assistance of the 10 directors who are unpaid.

Auditors

During the year Messrs Waterman Brown vacated their office as auditors to the company and Waterman Brown Limited were appointed. They are prepared to continue to act as the company's auditors. A resolution for their reappointment and to fix their remuneration will be made at the forthcoming Annual General Meeting.

Officers serving on the board

The full list of the officers who served during the year to 31st March 2000 is as follows:

('E' denotes an Executive member and 'B' denotes an Ordinary member)

J Dickey (E)	J Shelley (E)	J Beveridge (B) (appointed 28/6/99)
P Greasley (E)	S Suriyaprakasam (E)	D Deshmukh (B) (appointed 28/6/99)
R Parr (E)(resigned 28/6/99)	C Curtis (B) (appointed 28/6/99)	J Frith (B) (appointed 28/6/99)
T Sharpe (E)	T Doyle (B) (appointed 28/6/99)	K Patel - observer (appointed 28/6/99)

J Dickey was appointed as company secretary on 25/3/98, and resigned on 20/7/98.

J Fox was appointed company secretary on 20/7/98.

K Patel was appointed as a non voting, observer to the board on 28/6/99.

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY & COMMUNITY ORGANISATIONS**

DIRECTORS' REPORT - CONTINUED

YEAR ENDED 31ST MARCH 2000

Directors' Responsibilities

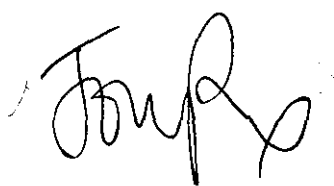
Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the company's affairs and of the surplus or deficit of income for that period. In preparing those financial statements, the directors are required to:

- *select suitable accounting policies and then apply them consistently.*
- *make judgements and estimates that are reasonable and prudent.*
- *prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to operate.*

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 financial statements comply with relevant statute. They are also responsible for safe-guarding the company's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

By order of the Directors

A handwritten signature in black ink, appearing to be 'Jouff', written over a faint circular stamp.

Secretary

**REPORT OF THE AUDITORS TO THE MEMBERS OF
THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS
YEAR ENDED 31ST MARCH 2000**

We have audited the financial statements on pages 5 to 12 which have been prepared under the historical cost convention and the accounting policies set out on page 8.

Respective responsibilities of Trustees and Auditors

As described in the Directors' Report, the directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on the financial statements and 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 other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion, the financial statements give a true and fair view of the company's state of affairs as at 31st March 2000, and of its deficit of expenditure over income for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Waterman Brown Ltd

WATERMAN BROWN LIMITED

Chartered Accountants &
Registered Auditors

Date: 18th September 2000

19 Richmond Road
Exeter

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31ST MARCH 2000

	Notes	TOTAL FUNDS 2000		TOTAL FUNDS 1999	
		£	£	£	£
INCOMING RESOURCES					
Conference fees			-		4,170
Grants receivable	6		30,250		34,500
Sponsorship income	7		275		1,000
Interest receivable	4		98		251
TOTAL INCOMING RESOURCES			30,623		39,921
RESOURCES EXPENDED					
Direct charitable expenditure	8	20,857		27,465	
Publicity & fundraising costs	9	3,353		2,346	
Management & administration	10	7,330		5,552	
TOTAL RESOURCES EXPENDED			31,540		35,363
NET (OUTGOING)/ INCOMING RESOURCES	2		(917)		4,558
TOTAL FUNDS BROUGHT FORWARD			4,558		-
TOTAL FUNDS CARRIED FORWARD		£	3,641	£	4,558

The only recognised surplus or deficit for the year under review was the reported deficit of £917. (1999 surplus of £4,558). All the deficit relates to continuing operations. The company has made no other gains or losses other than those shown above.

The accumulated fund is regarded as an unrestricted & undesignated fund.

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

INCOME & EXPENDITURE ACCOUNT

YEAR ENDED 31ST MARCH 2000

	Notes	Year ended 31st March 2000		25th March 1998 - 31st March 1999	
		£	£	£	£
INCOME					
Conference fees			-		4,170
Grants receivable	6		30,250		34,500
Sponsorship income	7		275		1,000
			<u>30,525</u>		<u>39,670</u>
EXPENDITURE					
Charitable activities	8	20,857		27,465	
Publicity & fundraising expenses	9	3,353		2,346	
Administration expenses	10	7,330		5,552	
			<u>31,540</u>		<u>35,363</u>
OPERATING (DEFICIT)/SURPLUS					
	2		(1,015)		4,307
INTEREST RECEIVABLE & SIMILAR INCOME					
	4		98		251
			<u>(917)</u>		<u>4,558</u>
(DEFICIT)/SURPLUS OF INCOME OVER EXPENDITURE (Profit for the period on ordinary activities before taxation)					
TAXATION OF PROFIT ON ORDINARY ACTIVITIES					
	5		-		-
			<u>(917)</u>		<u>4,558</u>
ACCUMULATED FUND BROUGHT FORWARD					
			4,558		-
			<u>£ 3,641</u>		<u>£ 4,558</u>
ACCUMULATED FUND AT 31ST MARCH 2000					

The only recognised surplus or deficit for the year under review was the reported deficit of £917. (1999 surplus of £4,558). All the deficit related to continuing operations. The company has made no other gains or losses other than those shown above.

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

BALANCE SHEET

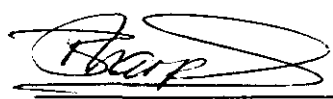
AT 31ST MARCH 2000

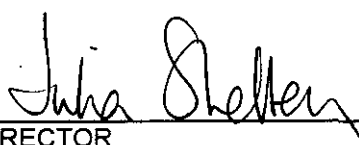
	Notes	2000		1999	
		£	£	£	£
FIXED ASSETS	11		1,742		1,630
CURRENT ASSETS					
Debtors & prepayments	12	547		2,553	
Cash at bank		4,795		18,124	
Petty cash		50		4	
		5,392		20,681	
CREDITORS, AMOUNTS FALLING DUE WITHIN ONE YEAR	13	3,493		17,753	
Other creditors & accruals					
NET CURRENT ASSETS			1,899		2,928
TOTAL NET ASSETS		£	3,641	£	4,558
FINANCED BY:					
ACCUMULATED FUND		£	3,641	£	4,558

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Directors and signed on their behalf on

18th September by:
2000


DIRECTOR


DIRECTOR

THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL VOLUNTARY AND COMMUNITY ORGANISATIONS

NOTES TO THE ACCOUNTS

YEAR ENDED 31ST MARCH 2000

1) ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards and the Charities Accounting Statement of Recommended Practice (SORP). There have been no changes in accounting policies.

- i) Income & expenditure are recognised on an accruals basis, except that donations and legacies are recognised only upon receipt. VAT is included in expenditure. Grants are treated as income for the period to which the grantor assigns the grant.
- ii) Office equipment is depreciated so as to write off its cost at 25% on a reducing balance basis.
- iii) Charitable activities consist of expenses incurred to further the company's aims and objectives of developing and maximising the effectiveness of lesbian, gay and bisexual organisations. Charitable expenditure includes costs of training, sponsorship, grants and support to such organisations. The costs of liaising with member organisations, the preparation of directories and conferences are included as well as a suitable proportion of office and salary costs, which, in the directors' opinion, relate to such activities.
- iv) Administrative expenditure includes secretarial support, a proportion of salary costs, postage, printing, stationery, books, audit fees and other general administrative expenses.
- v) Salaries and consultant's fees, equipment depreciation and office overheads & consumables are apportioned between charitable activities, administrative expenses and fund-raising & advertising according to a best estimate of the time taken on each activity.

2) NET (DEFICIT)/SURPLUS

The net (deficit)/surplus of income over expenditure is stated after charging:

	2000 £	1999 £
Depreciation	577	544
Amounts payable to auditors	969	811

3) STAFF COSTS & TRUSTEES' EXPENSES

During the year the charity employed, on average, one person. The total staff costs were £15,130, including national insurance contributions. No director received any remuneration. Directors received reimbursed expenses incurred on the company's behalf totalling £1,136.

4) INTEREST RECEIVABLE

Interest receivable on the company's ordinary bank account amounted to £98 (1999 - £251)

5) TAXATION

No corporation tax was due on the surplus or investment income in 1999 because the company has been established by charitable means and for the public benefit. It has not engaged in trading activities as defined by the Income and Corporation Taxes Act 1988. Similarly no corporation tax charge arises on the deficit in year ended 31st March 2000.

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2000

6) ANALYSIS OF GRANTS	2000 £	1999 £
Home Office Voluntary and Community Unit	30,000	30,000
Grants to facilitate free places at conference:		
Stonewall Iris Trust	-	1,500
Allen Lane Foundation	-	1,500
Nationwide Foundation	-	1,500
Active Community Unit - Training bursary	250	-
	250	4,500
	30,250	34,500
7) ANALYSIS OF SPONSORSHIP INCOME	2000 £	1999 £
National AIDS Trust	-	500
Healthy Gay Manchester	-	500
Advertisements on Event Packs etc.	275	-
	275	1,000
8) CHARITABLE EXPENDITURE	2000 £	1999 £
National conference expenses	-	9,804
Signers, trainers & facilitators	2,071	1,670
Travel to national conference	-	1,425
Other travel & subsistence (including to training)	914	188
Salaries	9,834	6,926
Telephone, fax & other communications	392	284
Rent & office service charges	2,600	1,316
Room hire	50	-
Printing & publicity of directories & services	3,302	4,209
Print, stationery & postage	1,319	1,289
Depreciation	375	354
	20,857	27,465

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2000

9) PUBLICITY & FUND-RAISING EXPENSES	2000 £	1999 £
Salaries	2,270	1,598
Rent & office service charges	600	304
Print, stationery & postage	305	297
Telephone, fax & other communications	91	66
Depreciation	87	81
	3,353	2,346
10) ADMINISTRATIVE EXPENSES	2000 £	1999 £
Salaries	3,026	2,131
Rent & office service charges	800	405
Telephone, fax & other communications	121	87
Print, stationery & postage	406	396
Subscriptions	109	117
Insurance	145	100
Legal fees	1,175	-
Audit fee	893	811
Other professional fees	107	97
Recruitment fees	-	1,195
Bank charges	90	57
Depreciation	115	109
Miscellaneous	343	47
	7,330	5,552

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2000

11) FIXED ASSETS

	Office Equipment
<i>Cost</i>	£
Brought forward	2,174
Additions	689
As at 31st March 2000	2,863
<i>Depreciation</i>	
Brought forward	544
Charge for year	577
As at 31st March 2000	1,121
<i>Net Book Value</i>	
As at 31st March 2000	1,742
As at 31st March 1999	1,630

The use of office equipment is apportioned 75% to charitable activities, 15% to publicity and fund-raising and 10% to administration.

12) DEBTORS, amounts falling due within one year

	2000	1999
	£	£
Grants, conference fees & sponsorship receivable	250	2,480
Other debtors & prepayments	288	63
Interest receivable	9	10
	547	2,553

13) CREDITORS, amounts falling due within one year

	2000	1999
	£	£
Trade creditors	3,361	17,080
Other taxation & social security	-	495
Accrued income	-	50
Other creditors & accruals	132	128
	3,493	17,753

**THE CONSORTIUM OF LESBIAN, GAY AND BISEXUAL
VOLUNTARY AND COMMUNITY ORGANISATIONS**

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2000

14) STATUS, RELATED PARTIES & CONNECTED CHARITIES

The company is incorporated by charitable means and is limited by guarantee without share capital. There were no related party transactions and the company is not part of any group.

15) GOING CONCERN & CHARGES

The company is dependent on the continued support of the Home Office which is the main source of its grant income. The Home Office holds a charge over any asset costing over £1,000 and has the right to demand repayment of any underspent funds from its grant. *The Home Office grant funding is for three years and expires on 31st March 2001.*

Additional funding has been secured from the National Lottery for a three year period.