

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

(Company Limited by Guarantee No: 3691821)

(Registered Charity No: 1073979)

**REPORT AND ACCOUNTS
for the year
ended 31st January 2002**

**SUSAN FIELD
CHARTERED ACCOUNTANT**

**NEPTUNE HOUSE
70 ROYAL HILL
LONDON SE10 8RF**



CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)
(A company limited by guarantee)

Status: A company limited by guarantee, No 3691821.

Registered Charity No. 1073979

The governing document is the Company's
Memorandum and Articles of Association

Management Committee: Benjamin Owusu (Chairman)
Steve Somerton (Vice Chair)
Kemi Eyeoyibo (Company Secretary)
Pastor Sam Ghann
Jackie Mulvany
Cheryl Keen (Centre Manager)

Registered Office: Defiance Walk
Woolwich Dockyard
London, SE18 5QL

Auditor: Susan Field
Neptune House
70 Royal Hill
London, SE10 8RF

Bankers: NATWEST Bank Plc
Blackheath & Westcombe Park
13 Stratheden Parade
Old Dover Road
London, SE3 7SY

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Report of the Management Committee for the year ended 31st January 2002

The Management Committee presents its report and audited accounts of the Company for the period ended 31st January 2002.

Principal Activity

The principal activity of the Company is to promote the benefit of the inhabitants of the London Borough of Greenwich and of St. Mary Ward and its environs.

The Company was incorporated on 5th January 1999 and took over the assets and liabilities of the unincorporated organisation of the same name from 1st February 1999.

Results

The results for the year are as shown on the attached financial statements and the Management Committee consider the state of affairs of the company to be satisfactory.

The Management Committee members who served during the period under review and to date are as follows:

Kemi Eyeoyibo
Benjamin Owusu
Steve Somerton
Pastor Sam Ghann
Jackie Mulvany
Cheryl Keen

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Statement of Management Committee Responsibilities

Company law requires the Management Committee 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 its financial activities for that period. In preparing those financial statements, the management committee is required to:

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

The Management Committee is responsible for maintaining 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 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.

Auditors

The auditor Susan Field has indicated her willingness to be re-appointed and a resolution to that effect will be proposed at the forthcoming Annual General Meeting.

This report, which has been prepared in accordance with the special provisions of part VII of the Companies Act 1985, applicable to small companies was approved by the Management Committee on the 28th October 2004 and signed on their behalf.

.....
Secretary

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF THE CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)
FOR THE YEAR ENDED 31ST JANUARY 2002**

I have audited the financial statements on pages 5 to 8 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

The directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' responsibilities.

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

I report to you my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. I also report to you if, in my opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

I read the Directors' Report and consider the implications for my report if I become aware of any apparent misstatements within it.

BASIS OF OPINION

I conducted my 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.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me 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 my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In my opinion, the financial statements give a true and fair view of the state of the company's affairs at 31st January 2002 and of its results for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985 applicable to small companies.



Susan Field
Chartered Accountant
Registered Auditor

29th October 2002

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Statement of Financial Activities And Income and Expenditure For the year ended 31st January 2002

	Restricted Funds £	Unrestricted Funds £	Total Funds £	2001 Total Funds £
<u>INCOMING RESOURCES</u>				
Grant Receivable	44140	-	44140	43925
Income from operating activities of the charity in furtherance of the charity's objects	<u>-</u>	<u>53916</u>	<u>53916</u>	<u>43759</u>
Total Incoming Resources	<u>44140</u>	<u>53916</u>	<u>98056</u>	<u>87684</u>
<u>RESOURCES EXPENDED (Note 2)</u>				
Charitable expenditure:				
(i) cost of activities in furtherance of the charity's objects	44140	40946	85086	75757
(ii) support costs	-	19013	19013	13112
(iii) managing and administering the charity	<u>-</u>	<u>3216</u>	<u>3216</u>	<u>3649</u>
Total Resources Expended	<u>44140</u>	<u>63175</u>	<u>107315</u>	<u>92518</u>
Net incoming / (outgoing) resources for the year	-	<u>(9259)</u>	<u>(9259)</u>	<u>(4834)</u>
Funds Balances Brought Forward	<u>-</u>	<u>21635</u>	<u>21635</u>	<u>26469</u>
Fund Balances Carried Forward (Notes 7&8)	<u>-</u>	<u>12376</u>	<u>12376</u>	<u>21635</u>

All of the Company's activities are continuing.

There were no recognised gains or losses other than those shown above.

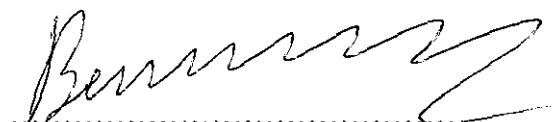
The notes on pages 7 and 8 form part of these financial statements.

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Balance Sheet
At
31st January 2002

	<u>2002</u>		<u>2001</u>
	£	£	£
<u>Fixed Assets</u>			
Tangible (Note 3)		1006	1405
<u>Current Assets</u>			
Stock (Note 4)	205		330
Debtors (Note 5)	4934		3005
Cash in hand and at bank	<u>27610</u>		<u>31920</u>
	32749		35255
<u>Less: Creditors – amounts falling due within one year (Note 6)</u>	<u>21379</u>		<u>15025</u>
Net Current Assets		<u>11370</u>	<u>20230</u>
Net Assets		<u>12376</u>	<u>21635</u>
<u>Represented By:</u>			
Unrestricted Funds (Note 8)		<u>12376</u>	<u>21635</u>

These financial statements, which have been prepared in accordance with the special provisions of part VII of the Companies Act 1985 applicable to small companies were approved by the Board of Trustees on the *28th October 2002* and signed on its behalf by:


.....
Chairman

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Notes to the Accounts
for the year ended
31st January 2002

1. Accounting policies

Accounting convention

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice for Charity accounts issued by the Charity Commission.

Depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

33.3% straight-line on all fixed assets

Stock

Stock is valued at the lower of cost and net realisable value.

Cash Flow

The company has taken advantage of the provision in Financial Reporting Standard FRS 1 not to produce a cash flow statement on the grounds that it is a small company.

2. Resources Expended

Includes the following:

Depreciation Charge	£1214
Audit Fee	£2000

3. Fixed Assets

	<u>Cost</u> £	<u>Depreciation</u> £	<u>Net</u> £
<u>Office Equipment</u>			
Balance at 1.2.2001	2825	1420	1405
Additions	815	-	815
Charge for year	-	1214	1214
Balance at 31.1.2002	<u>3640</u>	<u>2634</u>	<u>1006</u>

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Notes to the Accounts
for the year ended
31st January 2002

4. Stock

Licensed Bar	<u>£205</u>
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5. Debtors

	<u>2002</u>	<u>2001</u>
	£	£
Other Debtors	4321	2408
Prepayments	<u>613</u>	<u>597</u>
	<u>4934</u>	<u>3005</u>

6. Creditors

	<u>2002</u>	<u>2001</u>
	£	£
LBG - Salaries	19379	7280
Sundry Creditors	-	4453
Accruals	<u>2000</u>	<u>3292</u>
	<u>21379</u>	<u>13025</u>

7. Restricted Funds

	<u>Incoming Resources</u>	<u>Resources Expended</u>	<u>Balance at 31.3.02</u>
	£	£	£
London Borough of Greenwich	<u>44140</u>	<u>44140</u>	<u>-</u>

8. Analysis of assets between funds

	<u>Fixed Assets</u>	<u>Current Assets</u>	<u>Current Liabilities</u>	<u>Net Assets</u>
	£	£	£	£
Unrestricted	1006	32749	(21379)	12376
Restricted	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>1006</u>	<u>32749</u>	<u>(21379)</u>	<u>12376</u>

CLOCKHOUSE COMMUNITY CENTRE ASSOCIATION (GREENWICH)

Detailed Income and Expenditure Account For The Year Ended 31st January 2002

	<u>House</u>	<u>Coffee</u>	<u>Total</u>	<u>2001</u>
	<u>£</u>	<u>Bar</u>	<u>£</u>	<u>Total</u>
		<u>£</u>		<u>£</u>
<u>INCOME</u>				
LBG Grant Receivable	44140	-	44140	43925
Lease Rents	12843	-	12843	9443
Affiliated Rents	17942	-	17942	16656
Private Rents	10623	-	10623	6388
Staffing	4513	-	4513	3864
Affiliated Fees	854	-	854	717
House Events	13	-	13	6
Late Payments	91	-	91	295
Hire Charges	232	-	232	60
Sundry Income	248	-	248	194
Sales	-	1676	1676	1754
Catering	-	3206	3206	3091
Coke Machine	-	<u>1675</u>	<u>1675</u>	<u>1291</u>
	<u>91499</u>	<u>6557</u>	<u>98056</u>	<u>87684</u>
<u>EXPENDITURE</u>				
Salaries	81254	-	81254	70209
Telephone	2569	-	2569	1282
Printing, postage & stationery	1148	-	1148	1214
Legal Fees	-	-	-	588
Repairs & Maintenance	6971	-	6971	730
Insurance	580	-	580	569
Cleaning Support	1525	-	1525	1233
Utilities	282	-	282	6054
Service Control	-	-	-	840
Bank Charges	122	-	122	121
Audit Fees	1880	-	1880	2000
Depreciation	1214	-	1214	941
Sundry Expenses	4534	168	4702	499
Purchases		2204	2204	1722
Catering	-	765	765	2408
Coke Machine	-	863	863	1418
Advertising and Recruitment	-	-	-	65
Equipment Hire	306	930	1236	125
Stage Removal	-	-	-	<u>500</u>
	<u>102385</u>	<u>4930</u>	<u>107315</u>	<u>92518</u>
Surplus (Deficit) for the year	<u>(10886)</u>	<u>1627</u>	<u>(9259)</u>	<u>(4834)</u>