

Charity Registration No. 1082841
Company Registration No. 4025310 (England and Wales)

COMMUNITYWISE
TRUSTEES' REPORT AND ACCOUNTS
FOR THE PERIOD ENDED 31 MARCH 2005



COMMUNITYWISE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	L Benn D Kemp K Adams M Relf D Roberts
Secretary	Mrs S Relf
Charity number	1082841
Company number	4025310
Principal address	The Communitywise Community Centre Ocklynge Road Eastbourne East Sussex BN21 1PY
Registered office	The Communitywise Community Centre Ocklynge Road Eastbourne East Sussex BN21 1PY
Accountants	Caladine Stevens Limited 1 The Avenue Eastbourne East Sussex BN21 3YA
Bankers	Alliance and Leicester Commercial Bank Plc BBAM Bootle GIR 0AA
Solicitors	Lawson Lewis 37 Brassey Avenue Eastbourne East Sussex BN22 9QD

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TRUSTEES' REPORT FOR THE PERIOD ENDED 31 MARCH 2005

The trustees present their report and accounts for the period ended 31 March 2005.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000.

Objects of the charity

The trust is a company limited by guarantee. The major object of the Trust is to advance the Christian religion among people of all ages regardless of gender, ethnic origin, beliefs or background to advance their education, to relieve their poverty, and to promote any other charitable purpose for their benefit.

Review of activities

During the year 2004 to 2005 Community Wise continued to provide its community facilities for the benefit of up to 1600 people per week who attend its various activities and groups. Some activities are initiated and led by Community Wise staff and volunteers, others are held in partnership with other agencies and others are organised by other community or charitable groups who hire the facilities. The goals of the charity are summarised under four headings:

To serve the community, especially women and young people

During the year activities were held and arranged, both on a weekly and an occasional basis, for young people and children, for parents with their children, for older people and for those suffering disadvantage of different kinds. An after-school club organised by a local child-care provider began daily at Community Wise in September 2003.

To encourage the family

Several weekly activities which focus on encouraging family life continued during the year. These included two parent and toddler groups, a group for lone parents with their preschool children, parenting and self-esteem courses held by two local health visitors and a Saturday fun activity afternoon for the whole family together.

To value individuals, identifying and responding to their needs

Up to 1,600 individuals attended the premises on a regular basis during the year. Almost all are known by name by staff or volunteers and receive a personal welcome and interest in their life. Unqualified people from the local community have been encouraged to teach informal adult education courses by using their evident skills.

To promote community spirit

Community Wise is a huge builder of social capital and the area in which the Centre is placed benefits both directly and indirectly from the charitable activity that takes place.

During the year the Wise Up trainee youth worker, funded by the Joseph Rank Benevolent Trust, left her post. A third of the annual grant was returned. The grant will be reinstated once the new appointee starts studying for her diploma in community and informal education.

The General Fund showed a surplus, giving the General Fund a balance at the year end £35,736 and Y's buys a balance of £2,881

Trustees

The trustees, who are also the directors for the purpose of company law, who served during the period were:

L Benn
D Kemp
K Adams

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TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

M Relf
D Roberts

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Reserves policy

The need to refurbish and upgrade the Community Wise premises has been recognised since the purchase of the property from the YWCA. This year the charity has invested some of its reserves in developing concrete proposals, acquiring planning permission and kick-starting a fund-raising programme. This has meant that the level of reserves has been reduced from six months' to three months' running costs.

Risk factors

The trustees have examined the major business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Asset cover for funds

Note 13 sets out an analysis of the assets attributable to the various funds. These assets are sufficient to meet the charity's obligations on a fund by fund basis.

On behalf of the board of trustees



Mrs S Relf

Secretary

Dated: 26 July 2005

COMMUNITYWISE

ACCOUNTANTS' REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF COMMUNITYWISE

We report on the accounts for the period ended 31 March 2005 set out on pages 4 to 12.

Respective responsibilities of trustees and reporting accountants

As described on page 5 the charitable company's trustees, who are also the directors of COMMUNITYWISE for the purpose of company law, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- (a) the accounts are in agreement with the accounting records kept by the charitable company under section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
 - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - (ii) the charitable company satisfied the conditions for exemption from an audit of the accounts for the period specified in section 249A(4) of the Act and did not, at any time within that period, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1).



~~Caladine Stevens Limited~~

Chartered Certified Accountants
Reporting Accountants
1 The Avenue
Eastbourne
East Sussex
BN21 3YA

Dated: 15 September 2005

COMMUNITYWISE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31 MARCH 2005

	Notes	Unrestricted funds £	Restricted funds £	Total 2005 £	Total 2004 £
<u>Incoming resources</u>					
Donations and gifts		7,644	42,155	49,799	43,889
Activities in furtherance of the charity's objects		40,824	43	40,867	42,089
Activities for generating funds		22,554	-	22,554	20,619
Investment income		774	16	790	597
Total incoming resources	2	71,796	42,214	114,010	107,194
<u>Resources expended</u>					
Costs of generating funds		7,744	-	7,744	7,072
Direct costs in furtherance of the objects of the charity		7,700	47,893	55,593	41,491
Other support costs		24,873	4,386	29,259	34,274
Building maintenance and running costs		19,443	-	19,443	16,425
Management and administration		9,052	781	9,833	3,286
Total resources expended	3	68,812	53,060	121,872	102,548
Net incoming/(outgoing) resources before transfers		2,984	(10,846)	(7,862)	4,646
Transfers between funds		3,906	(3,906)	-	-
Net income/(expenditure) for the year/ Net movement in funds		6,890	(14,752)	(7,862)	4,646
Fund balances at 1 April 2004		31,727	63,188	94,915	90,269
Fund balances at 31 March 2005	12	38,617	48,436	87,053	94,915

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.

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BALANCE SHEET AS AT 31 MARCH 2005

	Notes	2005 £	2004 £
Fixed assets			
Tangible assets	7	128,945	132,653
Current assets			
Debtors	8	2,288	3,587
Cash at bank and in hand		32,601	44,309
		<u>34,889</u>	<u>47,896</u>
Creditors: amounts falling due within one year	9	<u>(17,029)</u>	<u>(17,214)</u>
Net current assets		<u>17,860</u>	<u>30,682</u>
Total assets less current liabilities		<u>146,805</u>	<u>163,335</u>
Creditors: amounts falling due after more than one year	10	<u>(59,752)</u>	<u>(68,420)</u>
Net assets		<u><u>87,053</u></u>	<u><u>94,915</u></u>
Income funds			
Restricted funds	12	48,436	63,188
Unrestricted funds	12	<u>38,617</u>	<u>31,727</u>
		<u><u>87,053</u></u>	<u><u>94,915</u></u>

The company is entitled to the exemption from the audit requirement contained in section 249A(2) of the Companies Act 1985, for the period ended 31 March 2005. No member of the company has deposited a notice, pursuant to section 249B(2), requiring an audit of these accounts.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with section 221 of the Act; and
- (b) preparing accounts which give a true and fair view of the state of affairs of the company at 31 March 2005 and of its profit for the period then ended in accordance with section 226, and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

The accounts were approved by the Board of Trustees on 26 July 2005



D Roberts
Trustee

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NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31 MARCH 2005

1 Accounting policies

1.1 Basis of preparation

The financial statements are prepared under the historic cost convention and are in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), the Companies Act 1985 and following the recommendations in the Accounting and reporting by Charities Statement of Recommended Practice issued in October 2000.

1.2 Incoming resources

Voluntary income and donations are accounted for as received by the Charity. Grants are recognised in full in the Statement of Financial Activities in the period in which they are receivable.

1.3 Resources expended

Resources expended are recognised in the period in which they are incurred and allocated to the particular cost centre to which they relate.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided using the following rates and basis to reduce by annual instalments, the cost of the tangible assets over their estimated useful lives.

Freehold buildings	2% Straight line basis
Improvements	20% Straight line basis
Computer equipment	33 1/3% Straight line basis
Fixtures, fittings and equipment	25% Straight line basis

1.5 Stock

Stocks of consumables and food are considered of no value and no valuation is included within the Financial Statements.

1.6 Pensions

The pension costs charged in the accounts represent the contributions payable by the trust during the period in accordance with SSAP 24.

1.7 Unrestricted funds

Unrestricted funds include donations and other incoming resources receivable or generated for the Objects of the Charity without further specified purpose and are available as general funds.

1.8 Restricted funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with the appropriate management and support costs. The following restricted funds are operated:

Family Workshop - a weekday morning activity held weekly for lone parents with preschool children.

Kids Plus - for 'kids plus their parents' - a weekly activity held for the whole family every winter Saturday afternoon.

Wise Up - a health education programme for teenage girls with weekly groups held at several venues in Eastbourne and in neighbouring East Sussex towns.

Building Fund - a fund established to enable Community Wise to purchase and develop the Communitywise Community Centre.

Health Wise - funded by grants this fund ran self esteem courses during the year in partnership with local health visitors.

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

2 Incoming resources

	Unrestricted funds £	Restricted funds £	Total 2005 £	Total 2004 £
Donations and gifts				
Donations and gifts	2,644	5,537	8,181	5,981
Grants	5,000	36,618	41,618	37,908
	<u>7,644</u>	<u>42,155</u>	<u>49,799</u>	<u>43,889</u>
Activities in furtherance of the charity's objects				
Lettings	26,459	43	26,502	27,274
Short courses	14,160	-	14,160	14,580
Membership	205	-	205	235
	<u>40,824</u>	<u>43</u>	<u>40,867</u>	<u>42,089</u>
Activities for generating funds				
Shop sales	21,670	-	21,670	19,504
Sundry	884	-	884	1,115
	<u>22,554</u>	<u>-</u>	<u>22,554</u>	<u>20,619</u>
Investment income				
Interest receivable	774	16	790	597
	<u>774</u>	<u>16</u>	<u>790</u>	<u>597</u>
Total incoming resources	<u>71,796</u>	<u>42,214</u>	<u>114,010</u>	<u>107,194</u>

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

3 Resources expended

	Unrestricted funds £	Restricted funds £	Total 2005 £	Total 2004 £
Costs of generating funds				
Shop salaries	7,744	-	7,744	7,072
	<u>7,744</u>	<u>-</u>	<u>7,744</u>	<u>7,072</u>
Direct costs in furtherance of the objects of the charity				
Short courses - Tutors	7,700	230	7,930	7,331
Rank grant refunded	-	19,000	19,000	-
Other expenses	-	28,663	28,663	34,160
	<u>7,700</u>	<u>47,893</u>	<u>55,593</u>	<u>41,491</u>
Other support costs				
Salaries and NIC	18,711	-	18,711	21,976
Pension	-	680	680	595
Telephone and Postage	721	185	906	328
Printing, Stationery, Photocopier and advertising	2,129	-	2,129	2,073
Computer costs	372	680	1,052	1,054
Depreciation	1,357	2,841	4,198	6,072
Miscellaneous	1,583	-	1,583	2,176
	<u>24,873</u>	<u>4,386</u>	<u>29,259</u>	<u>34,274</u>
Building maintenance and running costs				
Rates and water	587	-	587	518
Cleaning and Household	1,605	-	1,605	1,629
Light and Heat	4,303	-	4,303	3,204
Insurance	1,731	-	1,731	1,536
Maintenance of Building and Equipment	6,554	-	6,554	4,353
Loan interest	4,663	-	4,663	5,185
	<u>19,443</u>	<u>-</u>	<u>19,443</u>	<u>16,425</u>
Management and administration				
Advertising	399	-	399	565
Legal and professional fees	6,615	400	7,015	353
Accountancy	1,939	-	1,939	2,244
Bank charges	99	381	480	124
	<u>9,052</u>	<u>781</u>	<u>9,833</u>	<u>3,286</u>
Total resources expended	<u>68,812</u>	<u>53,060</u>	<u>121,872</u>	<u>102,548</u>

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

4 Trustees

None of the trustees received any remuneration during the period.

Mrs S Relf (wife of one of the trustees) is employed as the company secretary and chief executive at a salary of £7,995 (2004 £7,681) per annum.

5 Employees

Number of employees

The average monthly number of employees during the period was:

	2005 Number	2004 Number
Direct charitable	4	6
Administrative	2	3
	<u>6</u>	<u>9</u>

Employment costs

	2005 £	2004 £
Wages and salaries	45,997	53,941
Social security costs	2,238	2,574
	<u>48,235</u>	<u>56,515</u>

There were no employees whose annual emoluments were £50,000 or more.

6 Taxation

No corporation tax is payable on the results as Community Wise is a registered charity number 1065086.

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

7 Tangible fixed assets

	Freehold property	Improvements to property	Computer equipment	Fixtures, fittings and equipment	Total
	£	£	£	£	£
Cost or valuation					
At 1 April 2004	135,750	630	5,993	4,937	147,310
Additions	-	-	-	491	491
At 31 March 2005	135,750	630	5,993	5,428	147,801
Depreciation					
At 1 April 2004	5,425	252	5,993	2,988	14,658
Charge for the period	2,715	126	-	1,357	4,198
At 31 March 2005	8,140	378	5,993	4,345	18,856
Net book value					
At 31 March 2005	127,610	252	-	1,083	128,945
At 31 March 2004	130,325	378	-	1,950	132,653

8 Debtors

	2005 £	2004 £
Other debtors	285	1,745
Prepayments and accrued income	2,003	1,842
	2,288	3,587

9 Creditors: amounts falling due within one year

	2005 £	2004 £
Charity Bank Loan	13,330	13,330
Accruals	3,699	3,884
	17,029	17,214

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

10 Creditors: amounts falling due after more than one year	2005 £	2004 £
Charity Bank Loan	<u>59,752</u>	<u>68,420</u>
Loan maturity analysis		
Debt due in one year or less	13,330	13,330
In more than two years but not more than five years	53,321	53,321
In more than five years	6,431	15,099
	<u>73,082</u>	<u>81,750</u>

The loan from Investors in Society (Charity bank) is secured by a first legal charge on the freehold property known as the Communitywise Community Centre, Ocklynge Road, Eastbourne.

11 Pension costs

The trust operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £680 (2004- £595). Contributions totalling £0 (2004- £85) were payable to the fund at the year end and are included in creditors.

12 Fund balances

	Movement in funds				
	Balance at 1 April 2004	Incoming resources	Resources expended	Transfers	Balance at 31 March 2005
	£	£	£	£	£
Unrestricted funds					
General fund	30,530	50,126	(60,829)	15,906	35,732
Y's buys	1,197	21,670	(7,983)	12,000	2,884
	<u>31,727</u>	<u>71,796</u>	<u>(52,906)</u>	<u>3,906</u>	<u>38,617</u>
Restricted funds					
Building fund	28,988	1,470	(3,241)	-	27,217
Family workshop	1,543	-	(230)	(247)	1,066
Kids plus	893	43	(55)	(840)	41
Health wise	1,125	2,115	(325)	(450)	2,465
Wise up	30,639	38,586	(49,209)	(2,369)	17,647
	<u>63,188</u>	<u>42,214</u>	<u>(53,060)</u>	<u>(3,906)</u>	<u>48,436</u>

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE PERIOD ENDED 31 MARCH 2005

13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2005 are represented by:			
Tangible fixed assets	101,729	27,216	128,945
Current assets	13,669	21,220	34,889
Creditors: amounts falling due within one year	(17,029)	-	(17,029)
Creditors: amounts falling due after more than one year	(59,752)	-	(59,752)
	<u>38,617</u>	<u>48,436</u>	<u>87,053</u>

14 Commitments under operating leases

At 31 March 2005 the company had annual commitments under non-cancellable operating leases as follows:

	2005 £	2004 £
Expiry date:		
Between two and five years	<u>895</u>	<u>895</u>