

Charity Registration Number 1082841
Company Registration Number 4025310

Communitywise
Trustees' Report and Accounts
For the year ended
31 March 2010

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Communitywise

Legal and administrative information

Trustees	Mr D Roberts Mr M Relf Miss S Smith Miss C Kimber Mr P Carter Mrs J Osborn
Secretary and Chief Executive	Mrs S Relf
Charity Number	1082841
Company Number	4025310
Registered Office	The Communitywise Community Centre Ocklynge Road Eastbourne East Sussex BN21 1PY
Reporting Accountants	Maiden Accountancy Services 2 Lordslaine Close Eastbourne East Sussex BN20 7UF
Bankers	Co operative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT
Solicitors	Lawson Lewis 11 Hyde Gardens Eastbourne East Sussex BN21 4PP

Communitywise Trustees' report

The trustees present their report and financial statements for the period ended 31 March 2010

Governance Structure and Management

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, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005

Community Wise became a registered charity during 2000 upon relinquishment by the YWCA of Great Britain. The community premises opened in 1965 as the Eastbourne YWCA. The charitable work started then was taken over by Community Wise and the freehold was purchased. Goodwill, experience, local knowledge and local participation provide social capital that has huge value.

Officer of Charity

Mrs S Relf

Chief Executive and Company Secretary

Trustees

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

Mr D Roberts

Chairman

Mr M Relf

Miss S Smith

Miss C Kimber

Mr P Carter

Mrs J Osborn

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.

Trustees are elected by the Members of Community Wise.

At least four meetings per year were held, including an Annual General Meeting at which the accounts and report of the previous year are received and adopted.

Currently the General Committee responsible for the day to day oversight and development of Community Wise is the Trustee body.

A partnership with Living Stones Community Church has been established. The Trustees comprise leaders and members of the Church.

Volunteering

Over 30 volunteers gave their time weekly to support Community Wise in its activities, its administration or in looking after and improving its premises. This included help with maintenance and repairs, reception duties, painting and decorating, running groups for different sections of the community, cleaning rubbish and advertising. Many others helped on an occasional basis. The value of such activity in financial terms amounts to over £45,000 per annum if calculated at £7.50 per hour.

Communitywise Trustees' report (continued)

Review of activities

Objects of the charity

The object of Community Wise is to help to facilitate vibrant community life for all through Christian faith in action. During the year 2009 to 2010 Community Wise provided community activities and facilities. Some activities were initiated and led by Community Wise staff and volunteers, others were held in partnership with other agencies and others were organised by other community or charitable groups who hired the facilities. The goals of the charity are summarised under four headings.

To serve the community

During the year activities were held and arranged, both on a weekly and an occasional basis and in consultation with young people and children, parents with their children, older people and those suffering disadvantage of different kinds. Live Wires Youth Club supported up to 100 young people aged 9-16 each week. A partnership with English in the Community enabled over 130 English lessons to take place for small groups of non-English speaking Eastbourne residents. Community Wise enabled local artists to display their work during Eastbourne's Open Houses Festival week.

To encourage the family

Several weekly activities that focus on encouraging family life continued during the year. These included three parent and toddler groups. Partnership with the NCT saw the growth of a group supporting pregnant women and new mothers.

To value individuals, identifying and responding to their needs

Over 2000 individuals of all ages and from all backgrounds attended the premises on a weekly basis during the year, and a further 2000 attend monthly. 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 or launch group activities by using their evident skills, promoting local enterprise and supporting community champions. During the year the responsibility for the Wise Up project which supports teenage girls during adolescence was passed to Living Stones Church.

To promote community spirit

Community Wise builds social capital and the area in which the Centre is placed benefits economically and socially both directly and indirectly from the charitable activity that takes place. A monthly Saturday Farmers Market was launched in April 09.

Premises

A new loan from the Charity Bank for £150,000 over 20 years was arranged in 2006 order to undertake refurbishment and renovation of the property and create disabled access. In 2009/10 access to the toilets was improved. An energy efficient condensing boiler was installed. This was recommended following a renewable energy appraisal.

Funding

Community Wise received a grant from Eastbourne Borough Council towards general funds. By running its own integral charity shop and by using volunteers where possible, the charity is able to be self-financing on a day to day basis.

Communitywise Trustees' report (continued)

Financial Review

The two unrestricted funds showed a surplus for the year in question. The General Fund showed a small surplus of £3,362 and the Y's Buys Fund showed an operating surplus of £18,270.

Both restricted funds showed deficits in the year, with the Wise Up Fund reporting a shortfall of £15,312 and the Building and Refurbishment Fund showing a deficit of £23,884.

Future Plans

The Trustees are planning to implement further recommendations of the Renewable Energy Appraisal which will include cavity wall and roof insulation. They also plan to investigate major improvement to and development of the back of the property. The Trustees intend for the charity to continue its services and expand its services as opportunities allow during the forthcoming year.

Trustees responsibilities

The trustees are responsible for preparing the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the trust and of its incoming resources and application of resources, including its net income and expenditure for the year.

In preparing these accounts, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the trust will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the trust and which enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

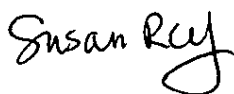
Risk factors

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

9th September 10

Communitywise

Examiner's unqualified report

Independent examiner's report to the trustees of Communitywise

I report on the accounts of the company for the year ended 31 March 2010 set out on pages 6 to 16

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the 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 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- (i) examine the accounts under section 43 of the 1993 Act,
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- (iii) to state whether particular matters have come to my attention

Basis of independent examiner's report

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - (b) 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

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Steve Maiden, ACA
2 Lordslaine Close
Eastbourne
E Sussex, BN20 7UF

Dated

9th September 10

**Communitywise
Statement of Financial Activities
Including Income and Expenditure Account
For the year ended 31 March 2010**

	Notes	Unrestricted funds	Restricted funds	Total 2010 £	2009 £
Incoming resources from generated funds					
Voluntary income		6,419	2,070	8,489	5,985
Activities for generating funds		44,418	0	44,418	37,878
Investment income		28	0	28	536
		50,865	2,070	52,935	44,399
Activities in furtherance of the charity's objects					
Charitable activities		46,439	0	46,439	56,748
Other incoming resources		4,178	193	4,371	2,077
Total incoming resources	2	101,482	2,263	103,745	103,224
Resources expended					
Costs of generating funds		11,806	0	11,806	11,888
Charitable activities		66,419	44,608	111,027	106,073
Governance costs		3,091	0	3,091	2,825
Total resources expended	3	81,316	44,608	125,924	120,786
Net incoming resources before transfers		20,166	(42,345)	(22,179)	(17,562)
Gross transfers between funds	12	0	0	0	0
Net Income for the year		20,166	(42,345)	(22,179)	(17,562)
Fund balances at 1 April		105,904	63,507	169,411	186,973
Fund balances at 31 March		126,070	21,162	147,232	169,411

**Communitywise
Balance sheet
As at 31 March 2010**

	Notes	2010 £	2010 £	2009 £	2009 £
Fixed assets					
Tangible assets	8		255,396		275,559
Current assets					
Debtors	9	4,693		6,000	
Cash at bank and in hand		24,182		32,956	
		<u>28,875</u>		<u>38,956</u>	
Creditors: amounts falling due within one year	10	<u>(15,005)</u>		<u>(18,484)</u>	
Net current assets			13,870		20,472
Total assets less current liabilities			<u>269,266</u>		<u>296,031</u>
Creditors: amounts falling due after more than one year	11		<u>(122,034)</u>		<u>(126,620)</u>
Total assets less current liabilities			<u>147,232</u>		<u>169,411</u>
Income funds					
Restricted funds	12		21,162		63,507
Unrestricted funds	12		126,070		105,904
Shareholders' funds			<u>147,232</u>		<u>169,411</u>

For the year ending 31 March 2010 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities,

- i) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

The financial statements were approved by the board on 9th September 2010 .

Trustee


MR PAUL CARTER

Trustee


MISS CAROLINE KIMBER

Communitywise
Notes to the accounts
For the year ended 31 March 2010

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 January 2005), the Companies Act 2006 and following the recommendations in the Accounting and reporting by Charities Statement of Recommended Practice issued in March 2005

The accounts comparatives have been re-stated to take into account the changes in allocation of costs and income into the SORP 2005 headings

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. Resources include irrecoverable VAT

Costs of generating funds comprise the costs associated with attracting voluntary income and grants and the shop trading activities

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries

Where costs cannot be directly attributed to specific activities, they have been apportioned across the cost categories on a basis consistent with the use of these resources

	Activities for generating funds	Charitable Governance activities	
Salaries and pension			
Chief executive	25%	50%	25%
Shop staff	100%		
Other staff		100%	
Other overheads and direct costs			
Insurance, gas and water rates	10%	90%	
Administration and support costs		100%	
Accountancy and Accountants report Review			100%
Legal and professional			100%

Governance represents the strategic and legal costs of the charity

Communitywise
Notes to the accounts
For the year ended 31 March 2010

1 Accounting policies

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	10% and 20% Straight line basis
Computer equipment	33 1/3% Straight line basis
Fixtures, fittings and equipment	25% Straight line basis

Items below £200 are not capitalised.

1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease

1.6 Stock

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

1.7 Pensions

The trust operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme

1.8 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

1.9 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

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

Building and Refurbishment Works - the funds raised for the building project after sundry costs have been transferred to a separate fund where future depreciation of the buildings will be charged until exhausted whereupon it will be set against the General Fund

Communitywise
Notes to the accounts
For the year ended 31 March 2010

2 Incoming resources

	Unrestricted funds £	Restricted funds £	Total 2010 £	Total 2009 £
Incoming resources from generated funds				
Voluntary income				
Donations and gifts	6,419	2,070	8,489	5,985
Grants	0	0	0	0
	<u>6,419</u>	<u>2,070</u>	<u>8,489</u>	<u>5,985</u>
Activities for generating funds				
Shop sales	32,826	0	32,826	30,158
Commercial lettings	6,430	0	6,430	3,745
Contributions from users	5,162	0	5,162	3,975
	<u>44,418</u>	<u>0</u>	<u>44,418</u>	<u>37,878</u>
Investment income				
Interest receivable	28	0	28	536
	<u>28</u>	<u>0</u>	<u>28</u>	<u>536</u>
Activities in furtherance of the charity's objects				
Charitable activities				
Lettings	28,147	0	28,147	35,143
Short courses	12,822	0	12,822	12,323
Membership	470	0	470	410
Grants	5,000	0	5,000	8,872
	<u>46,439</u>	<u>0</u>	<u>46,439</u>	<u>56,748</u>
Other incoming resources				
Sundry	4,178	193	4,371	2,077
	<u>4,178</u>	<u>193</u>	<u>4,371</u>	<u>2,077</u>
Total incoming resources	<u>101,482</u>	<u>2,263</u>	<u>103,745</u>	<u>103,224</u>

Communitywise
Notes to the accounts
For the year ended 31 March 2010

3 Resources expended

	Unrestricted funds £	Restricted funds £	Total 2010 £	Total 2009 £
Costs of generating funds				
Shop salaries	7,740	0	7,740	8,112
Shop heat and light	607	0	607	521
Shop rates	247	0	247	236
Shop insurance	249	0	249	242
Shop volunteer expenses	562	0	562	642
Chief executive salary	2,401	0	2,401	2,135
	11,806	0	11,806	11,888
Charitable activities				
Short courses - Tutors	6,882	50	6,932	7,044
Rent	0	1,100	1,100	0
Salaries and NIC	21,488	7,441	28,929	34,897
Pension	0	108	108	252
Telephone and postage	1,775	149	1,924	1,775
Printing, stationery and photocopier	1,997	199	2,196	2,541
Computer costs	395	20	415	467
Hospitality and resources	4,220	418	4,638	7,209
Depreciation	1,169	25,155	26,324	27,728
Rates and water	646	0	646	672
Cleaning and household	4,000	0	4,000	3,269
Light and heat	5,463	0	5,463	4,689
Insurance	2,237	0	2,237	2,174
Maintenance of building and equipment	5,718	0	5,718	2,434
Transfer of wise up fund	0	9,269	9,269	0
Loan interest	8,315	0	8,315	8,519
Travelling	36	274	310	807
Legal and professional fees	65	0	65	1,434
Bank charges	0	0	0	0
Advertising	2,013	425	2,438	1,439
	66,419	44,608	111,027	107,350

Communitywise
Notes to the accounts
For the year ended 31 March 2010

3 Resources expended (continued)

	Unrestricted funds £	Restricted funds £	Total 2010 £	Total 2009 £
Governance				
Legal and professional fees	0	0	0	0
Accountancy	690	0	690	690
Accountants report review	0	0	0	0
Chief executive salary	2,401	0	2,401	2,135
	<u>3,091</u>	<u>0</u>	<u>3,091</u>	<u>2,825</u>
Total resources expended	81,316	44,608	125,924	122,063

4 Trustees

Two of the trustees were reimbursed expenses incurred on behalf of the charity during the year

Mrs S Relf (wife of one of the trustees) is employed as the company secretary and chief executive at a salary of £9,604 (2009 £9,661) per annum

5 Employees

	2010 Number	2009 Number
Direct charitable	4	4
Administrative	2	2
	<u>6</u>	<u>6</u>
Employment costs		
	2010 £	2009 £
Wages and salaries	35,566	40,940
Social security costs	5,905	6,339
Pension	108	252
	<u>41,579</u>	<u>47,531</u>

There were no employees whose annual emoluments were £60,000 or more

Communitywise
Notes to the accounts
For the year ended 31 March 2010

6 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 £108 (2009 £252). No contributions were payable to the fund at the year end.

7 Taxation

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

8 Tangible fixed assets

	Freehold property £	Improvements to property £	Computer equipment £	Fixtures, fittings and equipment £	Total £
Cost					
As at 1 April 2009	135,750	218,235	6,411	14,186	361,385
Additions	0	6,161	0	0	6,161
As at 31 March 2010	135,750	224,396	6,411	14,186	367,546
Depreciation					
As at 1 April 2009	19,000	60,734	6,132	13,157	56,287
Charge for year	2,715	22,440	140	1,029	26,324
As at 31 March 2010	21,715	83,174	6,272	14,186	103,632
Net Book Value					
As at 31 March 2010	114,035	141,222	139	0	255,396
As at 1 April 2009	116,750	157,501	279	1,029	275,559

In the opinion of the trustees the Community Wise Community centre Building is valued in excess of the book value shown.

9 Debtors

	2010 £	2009 £
Other debtors	1,407	3,514
Prepayments and accrued income	3,286	2,486
	4,693	6,000

Communitywise
Notes to the accounts
For the year ended 31 March 2010

10 Creditors: amounts falling due within one year

	2010	2009
	£	£
Chanty bank loan	12,900	12,900
Accruals	2,105	5,584
	<u>15,005</u>	<u>18,484</u>

11 Creditors: amounts falling due after more than one year

	2010	2009
	£	£
Chanty bank loan	<u>122,034</u>	<u>126,620</u>
Loan maturity analysis		
Debt due in one year or less	12,900	12,900
In more than two years but not more than five years	51,601	51,601
In more than five years	70,433	75,019
	<u>134,934</u>	<u>139,520</u>

12 Fund balances

	Balance at 1 April 2009	Incoming resources	Resources expended	Transfers	Balance at 31 March 2010
	£	£	£	£	£
Unrestricted funds					
General fund	102,855	68,656	(69,510)	24,069	126,070
Y's buys	3,049	32,826	(11,806)	(24,069)	0
	<u>105,904</u>	<u>101,482</u>	<u>(81,316)</u>	<u>0</u>	<u>126,070</u>
Restricted funds					
Wise up	17,190	2,263	(19,453)		0
Building and Refurbishment works	46,317	0	(25,155)		21,162
	<u>63,507</u>	<u>2,263</u>	<u>(44,608)</u>	<u>0</u>	<u>21,162</u>

Communitywise
Notes to the accounts
For the year ended 31 March 2010

13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2010 are represented by			
Tangible fixed assets	234,234	21,162	255,396
Current assets	28,875	0	28,875
Creditors amounts falling due within one year	(15,005)	0	(15,005)
Creditors amounts falling due after more than one year	(122,034)	0	(122,034)
	<u>126,070</u>	<u>21,162</u>	<u>147,232</u>

14 Commitments under operating leases

At 31 March 2010 the company had annual commitments under non-cancellable operating leases as follows

	2010 £	2009 £
Expiry date		
Within one year	0	0
Between two and five years	1,743	1,717
	<u>1,743</u>	<u>1,717</u>