

Company Registration Number: 4754607
Registered Charity Number: 1100266

BROCKWORTH COMMUNITY PROJECT
(a company limited by guarantee)

REPORTS AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2006



ANDORRAN LIMITED
CHARTERED ACCOUNTANTS & REGISTERED AUDITOR
6 Manor Park Business Centre Mackenzie Way Cheltenham Glos GL51 9TX

**BROCKWORTH COMMUNITY PROJECT
REPORTS AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2006**

CONTENTS	Page
List of officers, trustees and advisers	1
Trustees' Report	2 - 4
Report of the Independent Examiner	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 - 12

BROCKWORTH COMMUNITY PROJECT
OFFICERS, TRUSTEES AND ADVISERS

TRUSTEES

W Hughes (Vice Chair)
E J Rose (Treasurer)
J Flounders (resigned 1 September 2005)

COMPANY SECRETARY

Ms C Bergin

MANAGEMENT COMMITTEE

Mark Hendry
Len Hendry
Mrs Helen Shipton
Tim Wiltshire
Mrs Lesley Birch
Ms Yvonne Nash
Ms Louise Blake
Mrs Jackie How

ADDRESS & REGISTERED OFFICE

3 – 4 The Parade
Court Road
Brockworth
Gloucester
GL3 4EW

INDEPENDENT EXAMINER

Andorran Limited
Chartered Accountants & Registered Auditor
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Glos GL51 9TX

BANKERS

Lloyds TSB
Eastgate Street
Gloucester

BROCKWORTH COMMUNITY PROJECT
TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2006

The trustees have pleasure in presenting their report and financial statements for the year ended 31 March 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Project is constituted as a company limited by guarantee and therefore has no share capital. In the event of the company being wound up and the liabilities and winding up expenses being in excess of assets, the liability of each member is limited to £1. The Project's governing document is its Memorandum and Articles of Association dated 19 May 2003.

In accordance with the Articles of Association, the Project is directed by an Executive Committee comprising a Chair, Vice Chair, Treasurer, Secretary, and such other Honorary Officers as the Project shall decide. The Executive Committee meets monthly.

Details of officers and advisers are given on page 1 of the financial statements. The power to appoint new trustees is vested in existing trustees.

The Project is a member of the Gloucestershire Neighbourhood Projects Network. It has no subsidiary undertakings.

ACTIVITIES AND OBJECTIVES

The Project was set up as a Neighbourhood Project to provide services to residents of the Brockworth Ward of the City of Gloucester in the following ways:

- the relief of persons resident in the area of benefit in need, hardship and distress, including the elderly and the disabled by providing or assisting in the provisions:
- advice and information regarding their legal entitlements particularly (but not exclusively) state benefits, housing, consumer matters and debt
- facilities and services to relieve persons suffering from substance addiction
- the advancement of education
- the advancement of such other charitable purposes in the interest of Social Welfare as are benefits to the Community

BROCKWORTH COMMUNITY PROJECT
TRUSTEES' REPORT - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2006

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The purpose of this Statement is to distinguish the trustees' responsibilities in relation to financial statements and accounting records from those of the auditors as stated in their report. It also confirms the trustees' acceptance of the members' responsibilities for these matters.

Charity and company law require the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs and of the incoming resources and application of resources of the company for that period. In preparing those financial statements the trustees 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 a going concern basis unless it is inappropriate to assume that the company will continue to operate.

The trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable it to ensure that the financial statements comply with relevant legislation. The trustees 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.

FINANCIAL RESULTS AND RESERVES

The Statement of Financial Activities shows a net surplus for the year of £27,189. This has been added to brought forward reserves to give total reserves carried forward of £61,368.

The trustees continue to maintain a policy of building and maintaining reserves at a level that might enable the Project to continue to operate in the event of incoming resources becoming insufficient to fund the Project's charitable activities.

RISK MANAGEMENT

The trustees actively review the major risks which the Project faces on a regular basis and carry out reviews of the controls over key financial systems. The trustees have also considered other financial, operational and business risks faced by the Project, especially the raising of relevant funding and the maintenance of adequate reserves, and confirm that systems have been established to mitigate, as far as possible, any significant risks.

INVESTMENT POLICY

Due to the relatively low level of funds available for investment, the trustees consider that bank deposits provide a satisfactory return to the Project. There were no surplus funds available during the year.

BROCKWORTH COMMUNITY PROJECT
TRUSTEES' REPORT - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2006

ACHIEVEMENTS AND PERFORMANCE

Once again, we have been very successful in our Education courses, with some new courses being added. These have been well attended by the Community. We would like to express our sincere thanks to the Brockworth Enterprise School for their co-operation in allowing us to use their IT suite for some of the courses and for providing Support Workers on the computer courses. The French course is increasing in numbers and being thoroughly enjoyed by the participants. The basic maths and English courses continue to be well attended with much success for the students. The Garden Design course did outreach work around the hall that they used.

The alternative therapies have also been well attended with new clients enrolling regularly to participate of the therapies.

Our links with other partners have enabled us to provide free gardening to the aged, disabled etc. We have also used some members in the office to cover administration work, two of whom have since been employed by ourselves in the office.

The Education team has organised two Adult Learning weeks, which have been well attended by the community and which have encouraged the community to participate in our services.

We have provided football coaching for the youth of the community and this has been well attended by the youngsters, i.e. 8-16 year olds.

FUTURE PLANS

In the forthcoming year, we hope to continue with our present curriculum with the addition of other courses requested by the community, assuming funding can be obtained. We shall be opening an internet café with the support of the Brockworth Enterprise School and offering Instruction and Guidance sessions in order to help people get back to work. If we are able to obtain the funding, we would like to increase the sports sessions for the youth and increase the gardening provision to more days per week. We are also in the process of opening a Mothers and Toddlers Group for one morning per week.

If we are able to obtain the funding, we would hope to go from strength to strength in the forthcoming year.

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



C Bergin - Secretary
For and on behalf of the trustees

Date: 13 November 2006

**REPORT OF THE INDEPENDENT EXAMINER
TO THE TRUSTEES OF
BROCKWORTH COMMUNITY PROJECT**

We report on the financial statements of the Project for the year ended 31 March 2006, which are set out on pages 6 to 12.

Respective Responsibilities of Trustees and Independent Examiner

As stated on page 3, the Project's trustees are responsible for the preparation of the financial statements. The Project's trustees consider that the audit requirement of Section 43(2) of the Charities Act 1993 does not apply, and that an independent examination is needed.

It is our responsibility to examine the financial statements under section 43(3)(a) of the Charities Act 1993, and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Charities Act 1993 whether particular matters have come to our attention.

Basis of Independent Examiner's Report

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Project and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 we do not express an audit opinion on the view given by the financial statements.

Independent Examiner's Statement

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the Charities Act 1993;
 - to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Charities Act 1993.have not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Andorran Limited

ANDORRAN LIMITED
Chartered Accountants and
Registered Auditor

13 November 2006

6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Glos

BROCKWORTH COMMUNITY PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2006

	31 MARCH 2006			2005
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
INCOMING RESOURCES				
Incoming resources from generated funds (note 2)				
Voluntary income	29,000	3,000	32,000	51,174
Activities for generating funds	10,819	1,243	12,062	9,499
Investment income	2,549	-	2,549	4,256
	<u>42,368</u>	<u>4,243</u>	<u>46,611</u>	<u>64,929</u>
Incoming resources from Charitable Activities (note 3)	1,969	114,566	116,535	62,132
	<u>44,337</u>	<u>118,809</u>	<u>163,146</u>	<u>127,061</u>
Total Incoming Resources				
Resources Expended				
Charitable activities (note 5)	44,143	87,472	131,615	108,719
Governance costs (note 6)	4,342	-	4,342	100
	<u>48,485</u>	<u>87,472</u>	<u>135,957</u>	<u>108,819</u>
Total Resources Expended				
Net Movement in Funds (note 4)	(4,148)	31,337	27,189	18,242
Balances transferred between funds (note 7)	25,000	(25,000)	-	-
Balance brought forward at 1 April 2005	9,192	24,987	34,179	15,937
	<u>30,004</u>	<u>31,324</u>	<u>61,368</u>	<u>34,179</u>
Balance carried forward at 31 March 2006				

The Project has no recognised gains or losses other than those included in the Statement of Financial Activities.

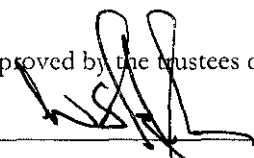
The notes on pages 8 to 12 form part of these financial statements.

BROCKWORTH COMMUNITY PROJECT
BALANCE SHEET
31 MARCH 2006

	31 MARCH 2006			2005
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
CURRENT ASSETS				
Debtors (note 8)	-	29,624	29,624	8,442
Bank and cash in hand	33,430	2,657	36,087	27,742
	<u>33,430</u>	<u>32,281</u>	<u>65,711</u>	<u>36,184</u>
CREDITORS: amounts falling due within one year				
Creditors (note 9)	3,386	957	4,343	2,005
	<u>3,386</u>	<u>957</u>	<u>4,343</u>	<u>2,005</u>
NET CURRENT ASSETS	<u>30,004</u>	<u>31,324</u>	<u>61,386</u>	<u>34,179</u>
NET ASSETS	<u>30,004</u>	<u>31,324</u>	<u>61,368</u>	<u>34,179</u>
FUNDS OF THE CHARITY (note 7)				
Unrestricted funds	30,004	-	30,004	9,192
Restricted funds	-	31,324	31,324	24,987
	<u>30,004</u>	<u>31,324</u>	<u>61,368</u>	<u>34,179</u>

These financial statements have been 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 June 2002).

Approved by the trustees on 13 November 2006



 Vice-Chair



 Treasurer

For and on behalf of the trustees

The notes on pages 8 to 12 form part of these financial statements.

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2006

1. ACCOUNTING POLICIES

(a) Basis of Accounting

The financial statements are prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) and Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005).

(b) Cash Flow Statement

The Project has taken advantage of the exemption provided by Financial Reporting Standard No 1, and has not prepared a cashflow statement on the grounds that the Project qualifies as a small company.

(c) Incoming Resources

Incoming resources are recognised in the period to which they relate, once the Project has entitlement to the resources and once the trustees are certain that the resources will be received and when the monetary value can be measured with sufficient reliability.

Income from fund-raising events is shown gross, with the associated expenditure shown in cost of generating funds. Where the Project benefits from work carried out by volunteers, without charge, no value is placed on this work for accounting purposes.

(d) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of VAT which cannot be recovered, as soon as there is a legal or constructive obligation committing the Project to the expenditure.

Costs of generating funds are those costs incurred in providing services for which the Project received a direct income. Expenditure on charitable activities represents the cost of supporting the Project's objectives. Support costs are those costs incurred directly in support of expenditure on the objects of the Project.

Governance costs are those incurred in the governance of the Project and its assets, and are primarily associated with constitutional and statutory compliance.

(e) Taxation

As a recognised charity, the Project is exempt from Corporation Tax so far as it relates to its charitable objects. It is not, however, exempt from VAT, and irrecoverable VAT is included in the cost of those items to which it relates.

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2006

2. INCOMING RESOURCES FROM GENERATED FUNDS

	Unrestricted Funds £	Restricted Funds £	2006 Total Funds £	2005 Total Funds £
<i>Voluntary income</i>				
Gloucestershire Neighbourhood Project Network	-	3,000	3,000	4,000
Neighbourhood Needs Limited	-	-	-	13,000
Local Authority contracts	29,000	-	29,000	34,174
	<u>29,000</u>	<u>3,000</u>	<u>32,000</u>	<u>51,174</u>
<i>Activities for generating funds</i>				
Secondment fees	2,140	-	2,140	-
Course fees	6,937	-	6,937	5,304
Miscellaneous income	1,742	1,243	2,985	4,195
	<u>10,819</u>	<u>1,243</u>	<u>12,062</u>	<u>9,499</u>
<i>Investment income</i>				
Rental income	2,549	-	2,549	4,256
	<u>42,368</u>	<u>4,243</u>	<u>46,611</u>	<u>64,929</u>

**3. INCOMING RESOURCES
FROM CHARITABLE ACTIVITIES**

Community Foundation	-	750	750	1,000
Department for Work & Pensions	-	3,900	3,900	-
Brockworth Enterprise School	-	6,310	6,310	1,560
Priors Park Neighbourhood Project	1,969	-	1,969	-
Awards For All	-	5,000	5,000	-
Glos CC – Adult Learners	-	1,000	1,000	1,610
European Social Fund	-	84,421	84,421	54,162
Gloucestershire County Council	-	-	-	3,800
Home Office	-	5,555	5,555	-
ACET	-	7,630	7,630	-
	<u>1,969</u>	<u>114,566</u>	<u>116,535</u>	<u>62,132</u>

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2006

4. NET MOVEMENT IN FUNDS

The net movement in funds is stated after charging:-

	2006 £	2005 £
Independent Examiner's fee	1,000	100

No remuneration was paid to any of the trustees, nor were any expenses reimbursed to them.

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2006 Total Funds £	2005 Total Funds £
Salaries	24,513	63,617	88,130	70,464
Tutor costs	7,188	1,068	8,256	10,657
Rent & rates	3,507	9,134	12,641	5,505
Heat & light	-	1,067	1,067	1,013
Repairs & cleaning	-	4,691	4,691	3,435
Telephone & postage	2,519	655	3,174	1,574
Insurances	132	459	591	398
Stationery & advertising	-	764	764	889
Equipment purchase & hire	3,579	5,012	8,591	7,127
Transport & travel	484	44	528	695
Members activities	-	661	661	1,137
Bank charges	30	-	30	10
Sundry expenses	2,191	300	2,491	5,815
	44,143	87,472	131,615	108,719

6. GOVERNANCE COSTS

Accountancy, book-keeping & payroll	1,100	-	1,100	100
Professional fees	3,242	-	3,242	-
	4,342	-	4,342	100

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2006

7. FUNDS MOVEMENT

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
Restricted funds:					
Internet Café, radio and IT	171	6,310	(1,747)	-	4,734
Health & Advice	3,972	8,555	(6,735)	-	5,792
Education	18,315	97,241	(70,941)	(27,500)	17,115
Awards For All	-	5,000	(3,157)	-	1,843
Gardening	2,473	953	(2,228)	-	1,198
Football	56	750	(2,664)	2,500	642
	<u>24,987</u>	<u>118,809</u>	<u>(87,472)</u>	<u>(25,000)</u>	<u>31,324</u>
Unrestricted Funds:					
General funds	9,192	44,337	(48,485)	25,000	30,004
	<u>34,179</u>	<u>163,146</u>	<u>(135,957)</u>	<u>-</u>	<u>61,368</u>

Transfers are made between restricted and unrestricted funds at the end of every accounting period in cases where:-

- i) the activity of the restricted fund has come to an end and there is an unspent balance that is not repayable to the funder(s), when the surplus is transferred to unrestricted funds; and
- ii) the restricted fund is in deficit and has either come to an end or there is no prospect of a surplus in a later period, when the deficit is eliminated by transfer from unrestricted funds.

8. DEBTORS

	2006 £	2005 £
Trade debtors	29,624	8,442
	<u>29,624</u>	<u>8,442</u>

9. CREDITORS

Accruals	2,914	2,005
Other taxes and social security costs	1,429	-
	<u>4,343</u>	<u>2,005</u>

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2006

10. CAPITAL COMMITMENTS

At 31 March 2006 the Project had capital commitments of:

Contracted for but not provided in these financial statements	Nil	Nil
Authorised but not contracted for	Nil	Nil
	<u>Nil</u>	<u>Nil</u>

11. STATUS

The company is limited by guarantee and therefore has no share capital. In the event of the company being wound up and the liabilities and winding up expenses being in excess of assets, the liability of a member is limited to £1.

12. RELATED PARTY TRANSACTIONS

Gloucestershire Neighbourhood Projects Network acts as a central body for providing support for various Neighbourhood Projects within Gloucestershire, including Brockworth Community Project. All funds relating to Brockworth Community Neighbourhood Project obtained via Gloucestershire Neighbourhood Projects Network have been included within the Statement of Financial Activities under the appropriate income heading.

13. CONTINGENT LIABILITIES

Various funders retain the right to claw back grants should the use of the funds not be in accordance with the terms of the grant. In the opinion of the trustees no such liability exists at 31 March 2006.