

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 2007

TUESDAY



A28 18/12/2007 62
COMPANIES HOUSE

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 2007**

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BROCKWORTH COMMUNITY PROJECT
OFFICERS, TRUSTEES AND ADVISERS

TRUSTEES

W Hughes (Chair)
C Bergin (Treasurer)

COMPANY SECRETARY

E Rose

MANAGEMENT COMMITTEE

M Hendry
L Hendry
T Wiltshire
L Birch
M Yemm
S Lewis
L Scott
C Patey
C Davey
T Miller

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 2007

The trustees have pleasure in presenting their report and financial statements for the year ended 31 March 2007

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 2007

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 deficit for the year of £21,183. This has been added to brought forward reserves to give total reserves carried forward of £40,185.

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 2007

ACHIEVEMENTS AND PERFORMANCE

Brockworth Community Project (BCP) has continued to be successful within adult education especially with ESOL and IT courses. We are continuing to work with BES and have now created a weekly support mechanism for some BES students. The internet café has increased in its popularity with recent developments into a mobile internet café available to all.

We have secured funding from the National Lottery to specifically help substance mis-users and ex-offenders into employment or education, which has been successful in its first 6 months of delivery. We are continuing to provide complementary therapies and are developing new exercise courses for residents to attend. Our advice service has continued and is regularly accessed by residents.

Our links with partners have improved this year with excellent links in education, youth work and support organisations for ex-offenders and substance mis-users. We have also established excellent partnerships with BES, Brockworth Fair Shares, Tewkesbury District Council for the Voluntary Sector (TDCVS) to the extent that BCP plays a lead role within voluntary services in our area.

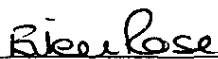
Our youth work has established itself as a key deliverer of youth services, volunteering and support. We are presently in discussion with key youth service organisations over joint working proposals in Brockworth.

We have also helped establish a Tewkesbury Community Partnership (TCP) where 3 community Projects are jointly working together to provide community services across the Tewkesbury District.

FUTURE PLANS

BCP management are keen to develop more youth services in Brockworth. They wish to support youth volunteering through Brockworth Fair shares and can see a future within widening our services across the Tewkesbury District through our involvement with TDCVS and TCP. We wish to further develop our links with BES and other schools in Brockworth. The key areas of development within our Project will be adult education, youth services, volunteering and networking our services across the Tewkesbury district to provide a "better together" approach towards Brockworth's and the Tewkesbury District's community service delivery.

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



Secretary

For and on behalf of the trustees

Date 10 December 2007

**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 2007, which are set out on pages 6 to 13

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 1993have 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

Andorra Limmes

ANDORRAN LIMITED
Chartered Accountants and
Registered Auditor

10 December 2007

6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Glos

BROCKWORTH COMMUNITY PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2007

	31 MARCH 2007			2006
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
INCOMING RESOURCES				
Incoming resources from generated funds (note 2)				
Voluntary income	10,250	-	10,250	32,000
Activities for generating funds	23,639	70	23,709	12,062
Investment income	2,692	-	2,692	2,549
	<u>36,581</u>	<u>70</u>	<u>36,651</u>	<u>46,611</u>
Incoming resources from Charitable Activities (note 3)	150	79,441	79,591	116,535
	<u>36,731</u>	<u>79,511</u>	<u>116,242</u>	<u>163,146</u>
Total Incoming Resources				
	<u>36,731</u>	<u>79,511</u>	<u>116,242</u>	<u>163,146</u>
Resources Expended				
Charitable activities (note 5)	62,166	71,997	134,163	131,615
Governance costs (note 6)	2,942	320	3,262	4,342
	<u>65,108</u>	<u>72,317</u>	<u>137,425</u>	<u>135,957</u>
Total Resources Expended				
	<u>65,108</u>	<u>72,317</u>	<u>137,425</u>	<u>135,957</u>
Net Movement in Funds (note 4)	(28,377)	7,194	(21,183)	27,189
Balances transferred between funds (note 7)	24,538	(24,538)	-	-
Balance brought forward at 1 April 2006	30,044	31,324	61,368	34,179
	<u>26,205</u>	<u>13,980</u>	<u>40,185</u>	<u>61,368</u>
Balance carried forward at 31 March 2007				
	<u>26,205</u>	<u>13,980</u>	<u>40,185</u>	<u>61,368</u>

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

The notes on pages 8 to 13 form part of these financial statements

BROCKWORTH COMMUNITY PROJECT
BALANCE SHEET
31 MARCH 2007

	31 MARCH 2007			2006
	Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
CURRENT ASSETS				
Debtors (note 8)	2,510	24,300	26,810	29,624
Bank and cash in hand	31,112	(10,320)	20,792	36,087
	<u>33,622</u>	<u>13,980</u>	<u>47,602</u>	<u>65,711</u>
CREDITORS amounts falling due within one year				
Creditors (note 9)	7,417	-	7,417	4,343
	<u>26,205</u>	<u>13,980</u>	<u>40,185</u>	<u>61,368</u>
NET CURRENT ASSETS				
	<u>26,205</u>	<u>13,980</u>	<u>40,185</u>	<u>61,368</u>
NET ASSETS	<u>26,205</u>	<u>13,980</u>	<u>40,185</u>	<u>61,368</u>
FUNDS OF THE CHARITY (note 7)				
Unrestricted funds	26,205	-	26,205	30,044
Restricted funds	-	13,980	13,980	31,324
	<u>26,205</u>	<u>13,980</u>	<u>40,185</u>	<u>61,368</u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 March 2007

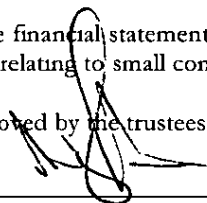
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2007 in accordance with Section 249B(2) of the Companies Act 1985

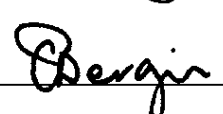
The directors acknowledge their responsibilities for

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company

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 January 2007)

Approved by the trustees on 10 December 2007


 _____ Chair


 _____ Treasurer
 For and on behalf of the trustees

The notes on pages 8 to 13 form part of these financial statements

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2007

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 January 2007) 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 2007

2 INCOMING RESOURCES FROM GENERATED FUNDS

	Unrestricted Funds £	Restricted Funds £	2007 Total Funds £	2006 Total Funds £
<i>Voluntary income</i>				
Gloucestershire Neighbourhood Project Network	-	-	-	3,000
Local Authority contracts	10,250	-	10,250	29,000
	<u>10,250</u>	<u>-</u>	<u>10,250</u>	<u>32,000</u>
<i>Activities for generating funds</i>				
Secondment fees	6,060	-	6,060	2,140
Course fees	11,892	-	11,892	6,937
Newsletter	3,780	-	3,780	-
Miscellaneous income	1,907	70	1,977	2,985
	<u>23,639</u>	<u>70</u>	<u>23,709</u>	<u>12,062</u>
<i>Investment income</i>				
Rental income	2,421	-	2,421	2,549
Interest	271	-	271	-
	<u>2,692</u>	<u>-</u>	<u>2,692</u>	<u>2,549</u>
	<u>36,581</u>	<u>70</u>	<u>36,651</u>	<u>46,611</u>

**3 INCOMING RESOURCES
FROM CHARITABLE ACTIVITIES**

Community Foundation	-	4,680	4,680	750
Department for Work & Pensions	-	4,500	4,500	3,900
Brockworth Enterprise School	-	4,000	4,000	6,310
Priors Park Neighbourhood Project	-	-	-	1,969
Awards For All	-	-	-	5,000
Glos CC – Adult Learners	-	-	-	1,000
European Social Fund	-	59,856	59,856	84,421
Home Office	-	3,330	3,330	5,555
ACET	-	2,075	2,075	7,630
Other < £1,000	150	1,000	1,150	-
	<u>150</u>	<u>79,441</u>	<u>79,591</u>	<u>116,535</u>

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2007

4 NET MOVEMENT IN FUNDS

The net movement in funds is stated after charging -

	2007	2006
	£	£
Independent Examiner's fee	1,175	1,000
	<u> </u>	<u> </u>

Staff costs

No remuneration was paid to any of the Trustees. The staff costs of the remaining staff were -

	Unrestricted Funds £	Restricted Funds £	2007 Total Funds £	2006 Total Funds £
Salaries	40,278	52,350	92,628	83,257
Social security	2,358	3,064	5,422	4,873
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	42,636	55,414	98,050	88,130
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The average weekly number of staff employed was as follows -

	No	No
Direct charitable work	7	6
	<u> </u>	<u> </u>
	7	6
	<u> </u>	<u> </u>

No employee received remuneration of more than £60,000

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2007

5 EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2007 Total Funds £	2006 Total Funds £
Salaries	42,636	55,414	98,050	88,130
Tutor costs	520	6,513	7,033	8,256
Rent & rates	7,228	5,106	12,334	12,641
Heat & light	1,192	-	1,192	1,067
Repairs & cleaning	457	-	457	4,691
Telephone & postage	2,430	363	2,793	3,174
Insurances	719	-	719	591
Stationery & advertising	581	285	866	764
Newsletter	3,288	-	3,288	-
Equipment purchase & hire	996	4,212	5,208	8,591
Transport & travel	271	51	322	528
Members activities	1,264	53	1,317	661
Bank charges	206	-	206	30
Sundry expenses	378	-	378	2,491
	62,166	71,997	134,163	131,615

6. GOVERNANCE COSTS

Accountancy, book-keeping & payroll	1,379	-	1,379	1,100
Professional fees	1,563	320	1,883	3,242
	2,942	320	3,262	4,342

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2007

7 FUNDS MOVEMENT

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
Restricted funds					
Internet Café, radio and IT	4,734	4,000	(3,976)	(758)	4,000
Health & Advice	5,792	3,331	(7,447)	(1,676)	-
Education	17,115	66,430	(56,826)	(17,115)	9,604
Awards For All	1,843	-	(344)	(1,499)	-
Gardening	1,198	70	(892)	-	376
Football	642	5,680	(2,832)	(3,490)	-
	<u>31,324</u>	<u>79,511</u>	<u>(72,317)</u>	<u>(24,538)</u>	<u>13,980</u>
Unrestricted Funds					
General funds	30,044	36,731	(65,108)	24,538	26,205
	<u>61,368</u>	<u>116,242</u>	<u>(137,425)</u>	<u>-</u>	<u>40,185</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	2007 £	2006 £
Trade debtors	26,810	29,624
	<u>26,810</u>	<u>29,624</u>
9. CREDITORS		
Accruals	5,888	2,914
Other taxes and social security costs	1,529	1,429
	<u>7,417</u>	<u>4,343</u>

BROCKWORTH COMMUNITY PROJECT
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
FOR THE YEAR ENDED 31 MARCH 2007

10 CAPITAL COMMITMENTS

At 31 March 2007 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 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 2007.