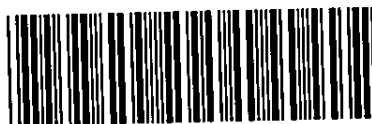


REGISTERED COMPANY NUMBER: 4754607
REGISTERED CHARITY NUMBER: 1100266

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008
FOR
BROCKWORTH COMMUNITY PROJECT**

WEDNESDAY



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14/01/2009

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COMPANIES HOUSE

Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

BROCKWORTH COMMUNITY PROJECT
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008

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Statement of Financial Activities	5
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BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

The trustees who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the year ended 31 March 2008. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

4754607

Registered Charity number

1100266

Registered office

Brockworth Community Centre
Court Road
Brockworth
Gloucester
Gloucestershire
GL3 4ET

Trustees

W Hughes
Ms C Bergin
Mrs E J Rose
M R Yemm

Chair
Treasurer

- appointed 6.3.08

Company Secretary

Mrs E J Rose

Accountants

Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

Bankers

Lloyds TSB
Eastgate Street
Gloucester
GL1 1NU

Management Committee

L Hendry
T Wiltshire
S Lewis
Ms L Scott
Ms C Patey
Miss C Davey
Mrs T Miller

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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.

Recruitment and appointment of new trustees

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

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

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.

Related parties

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

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.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Project was set up as a Neighbourhood Project to provide services to residents of the Brockworth Ward in the Borough of Tewkesbury 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 interests of Social Welfare as are benefits to the Community.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Despite the ending of the European Social Fund funding, Brockworth Community Project has continued to deliver a full community service for the area.

We provide two sessions of advice per week with an estimate of 400 clients using the service. The majority of clients are from areas of social deprivation in Brockworth including residents on low incomes or from difficult family backgrounds. We are also helping substance mis-users and ex-offenders into employment or education.

The Health Services, Gardening Service, Environmental Projects, and Employment Services continue to provide help for the community with the number of clients attending each specific service increasing slowly.

The Internet Café is available to all residents of Brockworth and is used constantly by clients for job search etc.

In many ways Education is the most successful part of the Project. We have run a total of 62 low-cost or free courses for the local community and completed 97 IAGs (careers and education guidance) sessions. Our partnership with the local secondary school remains strong and this enables us to fund several adult education courses there. The total number of enrolments for the year was approximately 600, of which 34 were ethnic minorities and 8 had disabilities. An ESCOL (English to speakers of other languages) course was set up in response to local requests.

Fair Shares is still providing a volunteer service for the community and we have also set up a Youth Fair Share scheme. We hold social events in order that members can meet with each other.

We have established a variety of networks with organisations including Tewkesbury Community Safety Partnership, Brockworth Health Partnership, Extended Schools Partnership and Employments Partnerships.

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2008

FINANCIAL REVIEW

Investment policy and objectives

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.

FUTURE DEVELOPMENTS

We hope to continue with all of the present services for the foreseeable future and, if funding can be found, to increase the services. With the Lottery funding, we hope to assist the Prison Service with education for in-mates and help with finding employment in the future.

We are hoping to develop further links with local schools and organisations. The key areas of development will be adult education, youth services, volunteering and networking with other Community Projects in the area.

ON BEHALF OF THE BOARD:



Mrs E J Rose - Trustee

12 January 2009

**REPORT OF THE ACCOUNTANTS TO THE TRUSTEES OF
BROCKWORTH COMMUNITY PROJECT**

We report on the financial statements for the year ended 31 March 2008 set out on pages five to thirteen.

Respective responsibilities of trustees and reporting accountants

As described on pages six to seven the charitable company's trustees are responsible for the preparation of the financial statements, and considers that the charitable 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 financial statements with the accounting records kept by the charitable company, and making such limited enquires of the officers of the charitable 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 financial statements 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 financial statements 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 financial statements for the year specified in Section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in Section 249B(1).

Andorran Limited

Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

12 January 2009

BROCKWORTH COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2008

		Unrestricted funds £	Restricted funds £	2008 Total funds £	2007 Total funds £
	Notes				
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	-	-	-	10,250
Activities for generating funds	3	15,296	56	15,352	23,709
Investment income	4	938	-	938	2,692
Incoming resources from charitable activities					
Charitable	5	-	86,772	86,772	79,591
Total incoming resources		16,234	86,828	103,062	116,242
RESOURCES EXPENDED					
Charitable activities					
Charitable	6	56,083	74,869	130,952	134,161
Governance costs					
	8	-	2,203	2,203	3,261
Total resources expended		56,083	77,072	133,155	137,422
NET INCOMING/(OUTGOING) RESOURCES before transfers					
		(39,849)	9,756	(30,093)	(21,180)
Gross transfers between funds					
	15	14,919	(14,919)	-	-
Net incoming/(outgoing) resources					
		(24,930)	(5,163)	(30,093)	(21,180)
RECONCILIATION OF FUNDS					
Total funds brought forward					
		26,207	13,980	40,187	61,367
TOTAL FUNDS CARRIED FORWARD					
		<u>1,277</u>	<u>8,817</u>	<u>10,094</u>	<u>40,187</u>

The notes form part of these financial statements

BROCKWORTH COMMUNITY PROJECT

BALANCE SHEET AT 31 MARCH 2008

	Notes	Unrestricted funds £	Restricted funds £	2008 Total funds £	2007 Total funds £
FIXED ASSETS					
Tangible assets	12	-	3,210	3,210	-
CURRENT ASSETS					
Debtors: amounts falling due within one year	13	2,095	12,583	14,678	26,811
Cash at bank and in hand		2,053	10,687	12,740	20,792
		<u>4,148</u>	<u>23,270</u>	<u>27,418</u>	<u>47,603</u>
CREDITORS					
Amounts falling due within one year	14	(2,871)	(17,663)	(20,534)	(7,416)
NET CURRENT ASSETS		<u>1,277</u>	<u>5,607</u>	<u>6,884</u>	<u>40,187</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,277	8,817	10,094	40,187
NET ASSETS		<u>1,277</u>	<u>8,817</u>	<u>10,094</u>	<u>40,187</u>
FUNDS	15				
Unrestricted funds				1,277	26,207
Restricted funds				<u>8,817</u>	<u>13,980</u>
TOTAL FUNDS				<u>10,094</u>	<u>40,187</u>

The notes form part of these financial statements

BROCKWORTH COMMUNITY PROJECT

**BALANCE SHEET - CONTINUED
AT 31 MARCH 2008**

The charitable company is entitled to exemption from audit under Section 249A(2) of the Companies Act 1985 for the year ended 31 March 2008.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2008 in accordance with Section 249B(2) of the Companies Act 1985.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that 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 charitable company as at the end of each financial year and of its surplus or deficit 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 charitable company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements were approved by the Board of Trustees on 12 January 2009 and were signed on its behalf by:



Mrs E J Rose -Trustee



Ms C Bergin -Trustee

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Companies Act 1985 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment	-25% on cost
--------------------	--------------

Taxation

The charity is exempt from corporation tax on its charitable activities. It is not, however, exempt from VAT, and irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	2008	2007
	£	£
Local Authority Contracts	-	10,250

3. ACTIVITIES FOR GENERATING FUNDS

	2008	2007
	£	£
Secondment fees	-	6,060
Course fees	9,214	11,892
Newsletter income	4,488	3,780
Other income	1,650	1,977
	<u>15,352</u>	<u>23,709</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31 MARCH 2008**

4. INVESTMENT INCOME

	2008	2007
	£	£
Deposit account interest	528	271
Rental income	410	2,421
	<u>938</u>	<u>2,692</u>

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2008	2007
	£	£
Grants	<u>86,772</u>	<u>79,591</u>

Grants received, included in the above, are as follows:

	2008	2007
	£	£
Big Lottery	24,301	-
Gloucestershire County Council	23,985	-
Brockworth Enterprise School	10,099	4,000
Local Network Fund	7,000	-
European Social Fund	5,319	59,855
Lloyds TSB	5,000	-
ACET	3,368	2,075
Gloucester Housing Association	2,400	-
Summerfield Charitable Trust	2,000	-
Connexions	1,500	-
Age Concern	1,000	-
Others	800	1,150
Community Foundation	-	4,680
Department for Work & Pensions	-	4,500
Home Office	-	3,331
	<u>86,772</u>	<u>79,591</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7)	Totals
	£	£
Charitable	<u>130,952</u>	<u>130,952</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31 MARCH 2008**

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2008	2007
	£	£
Staff costs	81,712	98,050
Rent, rates and water	7,678	9,489
Insurance	626	719
Light and heat	1,046	1,192
Telephone	4,992	2,793
Stationery & advertising	1,551	866
Sundries	338	376
Tutor costs	9,786	7,035
Transport & travel	522	322
Repairs & cleaning	988	457
Members activities	780	1,316
Bank charges	457	206
Equipment purchase & hire	3,022	5,208
Newsletter costs	3,124	3,288
Secondment fees	9,500	-
Training costs	510	-
Room hire	4,180	2,844
Depreciation	140	-
	<u>130,952</u>	<u>134,161</u>

8. GOVERNANCE COSTS

	2008	2007
	£	£
Accountancy & book-keeping	1,294	1,379
Legal fees	909	1,882
	<u>2,203</u>	<u>3,261</u>

9. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	2008	2007
	£	£
Depreciation - owned assets	<u>140</u>	<u>-</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2008 nor for the year ended 31 March 2007.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2008 nor for the year ended 31 March 2007.

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31 MARCH 2008**

11. STAFF COSTS

	2008	2007
	£	£
Wages and salaries	77,293	92,629
Social security costs	4,419	5,421
	<u>81,712</u>	<u>98,050</u>

12. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
Additions	<u>3,350</u>
DEPRECIATION	
Charge for year	<u>140</u>
NET BOOK VALUE	
At 31 March 2008	<u>3,210</u>
At 31 March 2007	<u>-</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2008	2007
	£	£
Trade debtors	<u>14,678</u>	<u>26,811</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2008	2007
	£	£
Bank loans and overdrafts	3,444	-
Trade creditors	659	4,697
Social security and other taxes	889	1,529
Other creditors	306	15
Accrued expenses	1,235	1,175
Income in advance	14,001	-
	<u>20,534</u>	<u>7,416</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2008

15. MOVEMENT IN FUNDS

	At 1.4.07 £	Net movement in funds £	Transfers between funds £	At 31.3.08 £
Unrestricted funds				
General fund	26,207	(39,849)	14,919	1,277
Restricted funds				
Education	9,604	(5,780)	(3,824)	-
Gardening	376	362	-	738
Youth Services	-	(891)	891	-
Internet, cafe, radio & IT	4,000	(3,303)	-	697
Capital Equipment	-	4,750	-	4,750
Fairshares	-	11,986	(11,986)	-
Lottery	-	2,632	-	2,632
	<u>13,980</u>	<u>9,756</u>	<u>(14,919)</u>	<u>8,817</u>
TOTAL FUNDS	<u>40,187</u>	<u>(30,093)</u>	<u>-</u>	<u>10,094</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	16,234	(56,083)	(39,849)
Restricted funds			
Education	18,158	(23,938)	(5,780)
Gardening	695	(333)	362
Youth Services	9,453	(10,344)	(891)
Internet, cafe, radio & IT	3,300	(6,603)	(3,303)
Capital Equipment	6,870	(2,120)	4,750
Fairshares	24,051	(12,065)	11,986
Lottery	24,301	(21,669)	2,632
	<u>86,828</u>	<u>(77,072)</u>	<u>9,756</u>
TOTAL FUNDS	<u>103,062</u>	<u>(133,155)</u>	<u>(30,093)</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2008

15. MOVEMENT IN FUNDS - continued

Details of Restricted Funds

Education

Additional students have been able to access services in order to obtain internationally recognised qualifications following funding in this area.

Gardening

This is run for the benefit of elderly, frail or disabled residents, to ensure their gardens are tended on a monthly basis.

Young People

Funding in this area has helped us establish ourselves as a key deliverer of youth services.

Internet Café

The internet café has increased in popularity with a mobile internet café now available to all.

Capital Equipment

Computers and a phone link for the Mobile Internet café were purchased via this grant.

Fair Shares

Working with local youngsters to establish Youth Forums and provide local representation.

Lottery

Provides a programme to help substance mis-users, ex-offenders, the unemployed and those with disabilities into employment or education. Complementary therapies are also provided.

Transfers between funds

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.

16. 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 2008.

17. RELATED PARTY DISCLOSURES

Until its liquidation in November 2008, Gloucestershire Neighbourhood Projects Network acted 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 withing the Statement of Financial Activities under the appropriate income heading.