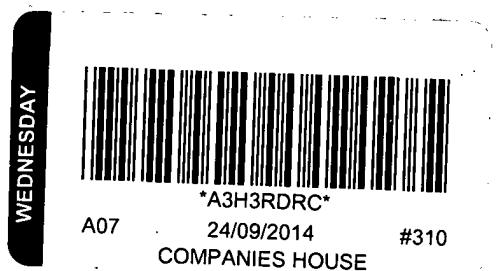


REGISTERED COMPANY NUMBER: 4754607 (England and Wales)
REGISTERED CHARITY NUMBER: 1100266

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014
FOR
BROCKWORTH COMMUNITY PROJECT**

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



BROCKWORTH COMMUNITY PROJECT
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FOR THE YEAR ENDED 31 MARCH 2014

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BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

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 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005, as amended 2008.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

4754607 (England and Wales)

Registered Charity number

1100266

Registered office

Brockworth Library
Moorfield Road
Brockworth
Gloucester
Gloucestershire
GL3 4EX

Trustees

Mr N D Hopwood	
Ms N J Walsh	
Mrs L Aldridge	- appointed 16.1.14
Mr A Chakravarty	- appointed 5.6.14
Mrs G Comley	- appointed 3.10.13
Mrs V Rock	- appointed 16.1.14
Mr M Sissons	- appointed 11.7.13
Ms H Clifford	- resigned 3.10.13
Ms A J Thurland	- resigned 6.3.14

Company Secretary

Mr N D Hopwood

Independent examiner

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

Bankers

Lloyds TSB
Eastgate Street
Gloucester
GL1 1NU

Management Committee.

Mrs L Aldridge
Mr A Chakravarty
Mrs G Comley
Mr N D Hopwood
Mrs V Rock
Mr M Sissons
Ms N J Walsh
Mrs J Perez - non voting Parish Council observer

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

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 and updated on 2 August 2012.

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.

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.

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 objectives for which the Project is established were updated in the change to the Articles of Association that was passed on 2 August 2012. The Project is established:

- a to significantly contribute to the social and economic development of Brockworth by providing a community-based library and education centre, advice and support services for disadvantaged members of the local community and a positive meeting place and support centre for young people;
- b the relief of persons in need, hardship and distress;
- c the advancement of education amongst persons resident within the area of benefit;
- d the provision of services and activities for the personal, social, educational and economic benefit of residents;
- e the advancement of such other charitable purposes in the interests of Social Welfare as are beneficial to the community within the benefit area.

The benefit area is primarily the civil parish of Brockworth, the wider county of Gloucestershire and surrounding areas.

Public benefit

In planning the Project's activities for the year the trustees kept in mind the Charity Commission's guidance on public benefit. The focus of the Project's activities during the year, which explains the delivery by the Project of public benefit, is set out below under 'Achievement and performance' and above under 'Objectives and activities'.

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2014

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2013-14 has been another exciting, challenging and mostly successful year for Brockworth Community Project.

Following the handover of the running of the Brockworth library service from Gloucestershire County Council in November 2012, the service has gone from strength to strength; not just as a basic library but as a vibrant community hub. Our footfall and issues remain the second best of all nine community libraries in Gloucestershire after Minchinhampton.

Our Youth activity has also expanded such that we now run a youth club five nights a week, Monday to Friday, including a very popular 'girls only' night.

We have discontinued offering Advice and Guidance services for Tribal Group. Recently, however, we have begun offering a signposting service for clients, without having to take on the substantial burden of the actual delivery and subsequent administration workload.

With funding provided by Lloyds TSB Foundation we have completed a review and update of our five-year business plan, including a detailed action plan for 2014-15 through to 2015-16.

Another challenging aspect of the year has been managing the departure of our Project Manager who left the organisation to pursue a new career direction. This initially presented some difficulties. However, with the board taking a more active role in the Project and the tremendous efforts of staff and our amazing team of volunteers we have achieved a huge amount over the past 12 months.

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

Our plans for 2014-15 and beyond are to continue to develop the current services in response to local needs and to develop new offers where appropriate. A major part of this will be to conduct a consultation exercise to establish key local 'wants' and 'needs' and to develop relevant activities to meet those wants and needs where we can.

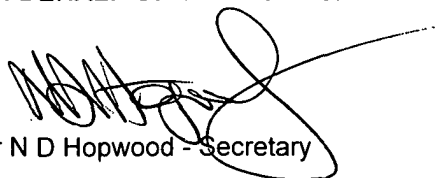
As ever, long term revenue funding remains a key challenge. We will benefit in 2014-15 from some significant section 106 funds for capital investment resulting from the Kennel Lane development.

We also intend to recruit a board member specifically to lead the development of the Youth activity.

Finally, to reflect the huge changes that have taken place at the Project in terms of our current and planned activities, during the second half of 2014-15 we will be looking to consult on and create a new brand identity for the Project, with a plan to re-launch in spring 2015.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD:



Mr N D Hopwood - Secretary

22 September 2014

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BROCKWORTH COMMUNITY PROJECT

I report on the accounts for the year ended 31 March 2014 set out on pages five to thirteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

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:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the 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 statements 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

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 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.



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

22 September 2014

BROCKWORTH COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2014

	Notes	Unrestricted funds £	Restricted funds £	31.3.14 Total funds £	31.3.13 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	2,085	-	2,085	1,093
Activities for generating funds	3	8,578	-	8,578	7,880
Incoming resources from charitable activities					
Charitable	4	15,304	41,100	56,404	90,060
Total incoming resources		<u>25,967</u>	<u>41,100</u>	<u>67,067</u>	<u>99,033</u>
RESOURCES EXPENDED					
Costs of generating funds					
Fundraising trading: cost of goods sold and other costs	5	-	103	103	649
Charitable activities					
Charitable	6	11,554	58,935	70,489	100,094
Governance costs	8	393	1,568	1,961	480
Total resources expended		<u>11,947</u>	<u>60,606</u>	<u>72,553</u>	<u>101,223</u>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		14,020	(19,506)	(5,486)	(2,190)
Gross transfers between funds	15	<u>(17,817)</u>	<u>17,817</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		<u>(3,797)</u>	<u>(1,689)</u>	<u>(5,486)</u>	<u>(2,190)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		14,075	6,023	20,098	22,288
TOTAL FUNDS CARRIED FORWARD		<u>10,278</u>	<u>4,334</u>	<u>14,612</u>	<u>20,098</u>

The notes form part of these financial statements

BROCKWORTH COMMUNITY PROJECT

BALANCE SHEET AT 31 MARCH 2014

	Notes	Unrestricted funds £	Restricted funds £	31.3.14 Total funds £	31.3.13 Total funds £
FIXED ASSETS					
Tangible assets	12	34	4,114	4,148	5,657
CURRENT ASSETS					
Debtors	13	894	-	894	4,688
Cash at bank and in hand		12,497	220	12,717	17,016
		<u>13,391</u>	<u>220</u>	<u>13,611</u>	<u>21,704</u>
CREDITORS					
Amounts falling due within one year	14	(3,147)	-	(3,147)	(7,263)
NET CURRENT ASSETS		<u>10,244</u>	<u>220</u>	<u>10,464</u>	<u>14,441</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>10,278</u>	<u>4,334</u>	<u>14,612</u>	<u>20,098</u>
NET ASSETS		<u>10,278</u>	<u>4,334</u>	<u>14,612</u>	<u>20,098</u>
FUNDS	15				
Unrestricted funds				10,278	14,075
Restricted funds				<u>4,334</u>	<u>6,023</u>
TOTAL FUNDS				<u>14,612</u>	<u>20,098</u>

The notes form part of these financial statements

BROCKWORTH COMMUNITY PROJECT

BALANCE SHEET - CONTINUED AT 31 MARCH 2014

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2014 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 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 Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 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 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 22 September 2014 and were signed on its behalf by:

A handwritten signature in black ink, appearing to be 'N D Hopwood', with a long horizontal line extending to the right.

Mr N D Hopwood -Trustee

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2014

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The Project relies on external funding to meet its day-to-day cash requirements and to fund its charitable activities. The levels of available funding have been decreasing in recent years and it is becoming more difficult to secure new funding sources.

The trustees consider that the Project should be able to generate sufficient funding going forward in order to enable it to provide planned services for a period of twelve months from the date of this report. Consequently the trustees consider it appropriate to prepare these financial statements on the basis that the Project is a going concern.

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 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

	31.3.14	31.3.13
	£	£
Donations	<u>2,085</u>	<u>1,093</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2014

3. ACTIVITIES FOR GENERATING FUNDS

	31.3.14	31.3.13
	£	£
Course fees	4,679	4,632
Other income	3,899	3,248
	<u>8,578</u>	<u>7,880</u>

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	31.3.14	31.3.13
	£	£
Grants	56,404	90,060

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

	31.3.14	31.3.13
	£	£
Brockworth Parish Council	18,521	22,000
Gloucestershire County Council	10,242	9,876
Tewkesbury Borough Council	8,222	14,996
Lloyds TSB	8,100	-
Tribal Ltd	7,204	23,087
Coopers Edge Community Trust	3,895	9,708
Severn Vale Housing Society	220	1,150
Southwest Foundation	-	9,038
Others	-	205
	<u>56,404</u>	<u>90,060</u>

5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	31.3.14	31.3.13
	£	£
Purchases	103	649

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7)	Totals
	£	£
Charitable	<u>70,489</u>	<u>70,489</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2014

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.14	31.3.13
	£	£
Staff costs	44,775	74,181
Rent, rates and utilities	5,713	2,714
Insurance	1,804	1,337
Telephone	2,016	2,050
Stationery, postage & supplies	1,190	5,274
Sundries	614	19
Contracted services	6,470	6,714
Transport & travel	500	2,112
Maintenance & repairs	1,261	1,200
Volunteer expenses	469	512
Bank charges	388	268
Equipment purchase & hire	2,148	1,950
Training costs	1,141	742
IT & website	491	644
Depreciation	1,509	377
	<u>70,489</u>	<u>100,094</u>

8. GOVERNANCE COSTS

	31.3.14	31.3.13
	£	£
Accountancy & book-keeping	480	480
Legal fees	1,481	-
	<u>1,961</u>	<u>480</u>

9. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.14	31.3.13
	£	£
Depreciation - owned assets	<u>1,509</u>	<u>377</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2014 nor for the year ended 31 March 2013.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2014 nor for the year ended 31 March 2013.

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2014

11. STAFF COSTS

	31.3.14	31.3.13
	£	£
Wages and salaries	43,032	70,407
Social security costs	1,743	3,774
	<u>44,775</u>	<u>74,181</u>

The average monthly number of employees during the year was as follows:

31.3.14	31.3.13
10	10
<u>10</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

12. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2013 and 31 March 2014	<u>6,034</u>
DEPRECIATION	
At 1 April 2013	377
Charge for year	<u>1,509</u>
At 31 March 2014	<u>1,886</u>
NET BOOK VALUE	
At 31 March 2014	<u>4,148</u>
At 31 March 2013	<u>5,657</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.14	31.3.13
	£	£
Trade debtors	136	4,593
Other debtors	638	-
Prepayments	120	95
	<u>894</u>	<u>4,688</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.14	31.3.13
	£	£
Trade creditors	2,667	5,465
Social security and other taxes	-	1,318
Accrued expenses	480	480
	<u>3,147</u>	<u>7,263</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2014

15. MOVEMENT IN FUNDS

	At 1.4.13 £	Net movement in funds £	Transfers between funds £	At 31.3.14 £
Unrestricted funds				
General fund	14,075	14,020	(17,817)	10,278
Restricted funds				
Youth Services	-	(11,600)	11,820	220
Capital Equipment	5,623	(1,509)	-	4,114
Library Services	-	(5,997)	5,997	-
Employability Program	400	(400)	-	-
	<u>6,023</u>	<u>(19,506)</u>	<u>17,817</u>	<u>4,334</u>
TOTAL FUNDS	<u>20,098</u>	<u>(5,486)</u>	<u>-</u>	<u>14,612</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	25,967	(11,947)	14,020
Restricted funds			
Youth Services	22,205	(33,805)	(11,600)
Capital Equipment	-	(1,509)	(1,509)
Library Services	15,000	(20,997)	(5,997)
Employability Program	-	(400)	(400)
Dream Scheme	3,895	(3,895)	-
	<u>41,100</u>	<u>(60,606)</u>	<u>(19,506)</u>
TOTAL FUNDS	<u>67,067</u>	<u>(72,553)</u>	<u>(5,486)</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2014

15. MOVEMENT IN FUNDS - continued

Details of Restricted Funds

Youth Services

Funding for staff costs and expenses for Brockworth Youth Centre, other youth activities and offsite events.

Capital Equipment

Computers were purchased via this grant.

Library Services

Funding for operational costs to provide local community library services including an IT suite for public use.

Employability Program

Funding for staff and expenses to provide advice and guidance to people who are out of work.

Dream Scheme

To provide a range of activities in Coopers Edge during Summer 2013, designed to help bridge the generation gap and engage young people.

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 the year-end.