

KWES Kent Woodland Employment Scheme
(a company limited by guarantee)

Registered charity no 1146114 – Company no 7801721

Trustees' Report and Financial Statements for the period
7th October 2011 (incorporation) to 31st December 2012

Legal and administrative information

Registered office Plackett's Hole
 Bicknor
 Sittingbourne Kent ME9 8BA

Chairman of Trustees Mrs Allison Wainman OBE (7th October 2011)
Trustees Mark Harrison (7th October 2011)
 Mrs Sarah Ward OBE DL (23rd January 2012)
 Pete Raine (23rd January 2012)
 Lady Tessa Bruce-Lockhart (23rd April 2012)
 Miss Emma Feakins (23rd April 2012)
 Mrs Jane Wade (23rd April 2012)
 Nick Johannsen (23rd April 2012)
 Dave Hutton (19th June 2012)

All of the Charity's trustees were the Company's directors. Their dates of appointment are shown, and all served as trustees and directors throughout the remainder of the accounting period.

Bankers HSBC Bank Plc
 Sittingbourne

Trustees' Report

The trustees submit their first report and financial statements

(a) Governing document KWES Kent Woodland Employment Scheme is a company limited by guarantee, incorporated on 7th October 2011 and registered as a charity by the Charity Commission on 21st February 2012. The company's incorporation was requested under a Memorandum of Association, and it is governed under its Articles. In the event of the company being wound up in circumstances that its assets are insufficient to meet its obligations, each member of the company is required to contribute an amount not exceeding £1.

(b) Objects The charity's objects set out in Article 11 are

- for the public benefit to promote education by the provision of apprenticeships and/or training in woodland management and related activities for, in particular but not exclusively, ex-service personnel, school leavers and ex-offenders resident in Kent and surrounding areas
- the relief of unemployment for the benefit of the public in such ways as may be thought fit including fully trained employment in the woodland industry
- to act as a resource for young people resident in Kent and surrounding areas by providing advice and assistance and organising programmes of physical, educational and other activities as a means of
 - (a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals
 - (b) advancing education
 - (c) relieving unemployment

SATURDAY



(c) Trustees The subscribers to the Memorandum were the first trustees and subsequent trustees have been co-opted by the trustees (although they could in the alternative be elected by the members of the company) One third of the trustees resign, by rotation, at each annual meeting of the company, but are eligible to stand for re-election The trustees, when complete consist of at least four and not more than twelve individuals over the age of 18, all of whom must support the Objects They must meet at least six times each year

(d) Achievements and performance The charity has not yet commenced operations, all activity to date has been concentrated on raising the funds necessary for such commencement The trustees estimate that in the first full year of operations, the charity's employment costs (for a project leader and team of four apprentices) will be £85,500, that costs of the equipment they will need will be £31,050, and consumables will cost £19,250 Against the total of those (£135,800), the trustees estimate that income generated by the operations will be £34,250, giving rise to a deficit of £101,550 Looking further ahead than the first year, equipment costs will be lower, (because a certain amount of equipment can be shared between the existing four apprentices and the new team recruited in that second year,) and the income generated will rise sharply as the apprentices' skills increase The trustees estimate that by the third full year of operations KWES will be financially self sufficient At the date of this report, in addition to the funds shown in the charity's balance sheet at 31st December 2012, a further £2,500 has been received in cash, and the trustees have firm promises of another £35,000 The trustees have determined that, although it is not essential that the full £101,550 mentioned above be in the bank before the charity can commence operations, they cannot undertake the first step in commencing, namely recruitment of the project leader, until they can assure him, at the minimum, two year s employment

(e) Risk management The trustees have assessed the major risks to which the charity will be exposed once operations commence, and are satisfied that the figures set out in the preceding section take into account actions to achieve appropriate mitigation

(f) Reserves policy and investment policy At this point, it is inappropriate for the charity to formulate any reserves or investment policies

(g) Responsibilities of the trustees

Company and charity law Company and charity law applicable to charities in England and Wales require trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for the period In preparing those financial statements the trustees have

- O selected suitable accounting periods and applied them consistently
- O made judgments and estimates that are reasonable and prudent
- O followed applicable accounting standards
- O prepared the financial statements on a going concern basis

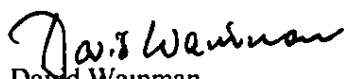
The trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the provisions of the Companies Acts They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities

Small company rules The accounts which follow have been prepared in accordance with the special provisions of the Companies Acts relating to small companies, and in accordance with the Financial Reporting Standard for Smaller Entities

Governance of the charity, and the Statement of Recommended Practice 2005 The foregoing headings set out the trustees' obligations under law The trustees have a further duty to ensure that the governance of the charity is conducted to the highest standards, and that the charity's reporting and accounting each show that these high standards are being met This charity's governance, bearing in mind that it has as yet no employees, must clearly be the responsibility of the trustees themselves, and that being so there can be no monetary costs attaching to these activities The expenditure heading in the Statement of Financial Activities under which governance would have been included, had there been any such expenditure, is the line "Resources expended on managing

and administering the charity" No mention is made of "governance" in that heading simply because no resources were so expended. The trustees confirm, however, that it is their belief that they have properly met their duties in this regard.

This Report was approved by the Trustees on 16 May 2013 and is signed on their behalf by


David Wainman
Company Secretary

KWES Kent Woodland Employment Scheme
Statement of financial affairs for the period from
7th October 2011 (incorporation) to 31st December 2012

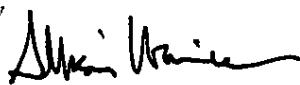
	Unrestricted funds
Incoming resources	
Donations and memberships	<u>£1,345</u>
Resources expended - charitable expenditure	
Costs of activities in furtherance of the charity's objects	nil
Fundraising and publicity	nil
Resources expended on managing and administering the charity	<u>£ 946</u>
Excess of incomings over resources expended	
- being Total Funds at 31 st December 2012	<u>£ 399</u>
Balance sheet at 31st December 2012	
Cash at bank	<u>£ 399</u>
Charity funds - unrestricted	<u>£ 399</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under s 477 Companies Act 2005, and no notice from members requiring an audit has been deposited under s 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s 386, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of its accounting period and of its profit or loss for the period in accordance with the requirements of ss 393(1), 394 and 427, and which otherwise comply with the requirements of the Act so far as applicable to the company.

The directors have, in preparing these accounts, relied on the exemptions provided by s 414(3) on the basis that the company is a small company within ss 381 and 32, and the accounts comply with the Financial Reporting Standard for Smaller Entities.

The Financial Statements were approved by the trustees on 16 May 2013 and signed on their behalf by


Allison Wainman - Chairman


Emma Feakins - Treasurer

The notes on page 4 form part of these financial statements

KWES Kent Woodland Employment Scheme – notes to the financial statements
31st December 2012

1 Accounting policies

1.1 Basis of preparation of financial statements The financial statements have been prepared under the historical cost convention

in accordance with the Statement of Recommended Practice "Accounting and reporting by charities" published in March 2005 (the SORP)

in accordance with applicable accounting standards and with the Companies Acts

1.2 All of the charity's funds are general funds – the company has no restricted funds

1.3 Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

1.4 Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered

1.5 Cash flow The charity has taken advantage of the exemption in Financial Reporting Standard no1 from the requirement to produce a cash flow statement on the grounds that it is a small charitable company

2 Resources expended on managing and administering the charity

Design and printing of leaflet	£290
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Charity's website	<u>656</u>
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	<u>946</u>
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3 The charity had no employees at any time during the accounting period

The trustees are not entitled to any remuneration, and received no reimbursement of expenses

4 Further fundraising activity

At the date of approval of these financial statements, the charity had not commenced operations

The charity has, however, received firm promises of two grants totalling £35,000 which are contingent upon the start of such operations, and has received in cash two further grants totalling £2,500 which the charity will be compelled to repay in the event that such operations are not commenced. In line with the accounting policies indicated, none of these amounts can be shown in the financial statements as at 31st December 2012

The trustees are continuing their efforts to raise sufficient funds to enable the operations to commence

