

**GREATER NOTTINGHAM  
GROUNDWORK TRUST LIMITED**  
(A Company limited by guarantee)

**DIRECTORS' REPORT  
AND FINANCIAL STATEMENTS**

**31 MARCH 1997**

**REGISTERED NUMBER: 2556957**  
**CHARITY REGISTRATION NUMBER: 1003426**



# GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

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# **GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

## **COMPANY INFORMATION**

### **DIRECTORS:**

T G Richardson - Chairman  
H Anderton (Resigned 31 July 1996)  
R Blenkinship  
B Crampin (Resigned 7 October 1996)  
Councillor S Doo (Appointed 31 July 1996)  
Councillor W Gollard (Resigned 31 July 1996)  
Councillor M Hall (Appointed 31 July 1996)  
Councillor E Higgins  
N Horsley (Appointed 2 October 1996)  
J Houghton  
P Morgan-Webb (Resigned 27 March 1997)  
M Reece (Resigned 2 October 1996)  
P Smith (Resigned 27 November 1996)  
Councillor M Walton

### **SECRETARY:**

Mrs S Clarson

### **REGISTERED OFFICE:**

35 - 37 St Marys Gate  
NOTTINGHAM  
NG1 1PU

### **AUDITORS:**

SMITH COOPER & PARTNERS  
Chartered Accountants  
Stanstead Lodge  
19 Pelham Road  
Sherwood Rise  
NOTTINGHAM  
NG5 1AP

# **GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

## **REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 1997**

The Directors have pleasure in presenting their report, together with the audited financial statements of the Company for the year ended 31 March 1997.

### **DIRECTORS**

The Directors who served during the year were:

T G Richardson - Chairman  
H Anderton (Resigned 31 July 1996)  
R Blenkinship  
B Crampin (Resigned 7 October 1996)  
Councillor S Doo (Appointed 31 July 1996)  
Councillor W Gollard (Resigned 31 July 1996)  
Councillor M Hall (Appointed 31 July 1996)  
Councillor E Higgins  
N Horsley (Appointed 2 October 1996)  
J Houghton  
P Morgan-Webb (Resigned 27 March 1997)  
M Reece (Resigned 2 October 1996)  
P Smith (Resigned 27 November 1996)  
Councillor M Walton

### **DIRECTORS' RESPONSIBILITIES**

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the Company and of the profit or loss of the Company for that year. In preparing those financial statements, the Directors 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 the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They 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.

# **GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

## **REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31 MARCH 1997**

**Continued**

### **PRINCIPAL ACTIVITY**

The principal activity of the Company is to promote the conservation, protection and improvement of the physical and natural environment in the Greater Nottingham area.

### **REVIEW OF DEVELOPMENTS**

#### Projects Review

1996/97 has been an unusual year for Groundwork Greater Nottingham in a number of ways. The end of the five year Sponsor's Agreement; the reduction in Local Authority sponsors; change of leadership and staff turnover have all had an effect. Difficulties experienced in late 1995/96 meant that many Derelict Land Grant projects funded by English Partnerships were postponed until 1996/97. In addition delays in receiving ERDF monies had a similar effect.

The beginning of 1996/97 therefore saw an unusual amount of on-site activity with both the Corridors to the Countryside and Brightsite work programmes from 1995/96 on site at this time. The net result was the need to deliver two financial programmes in one.

Because work on site started from April 1996 onwards, the project team had limited opportunity for future project development. As a result, site identification for future projects was restricted. This had an adverse effect on the 1996/97 Corridors to the Countryside programme.

There were however a number of notable successes for Groundwork Greater Nottingham during 1996/97.

Careful targeting of the Trust's project work programmes has enabled a successful Brightsite programme to be delivered with Nottingham City Challenge. This programme also attracted European Regional Development Fund monies sourced by the Trust for the first time.

Various leaflets and interpretative panels have been taken from draft stage to implementation this year. The leaflet 'Public Transport in the Greenwood Community Forest' has enjoyed a second print run already. The success of this range of material has added to the impact of the 'Corridors to the Countryside' programme.

The development of Green Connection, the Trust's long running initiative with Nottingham's multicultural communities, has received national recognition during 1996/97. The recruitment of a Green Connection Project Officer will enable the Trust to continue to develop this innovative project.

The Trust has continued to have a portfolio of schools project during 1996/97 across its operational area. The projects team has continued to develop its expertise in school design work.

**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

**REPORT OF THE DIRECTORS FOR THE YEAR  
ENDED 31 MARCH 1997**

**Continued**

**REVIEW OF DEVELOPMENTS (Continued)**

Financial Review

The Trust was unable to fully cover its operating costs during the year. This was due in part to the factors outlined above and the Trust's ability to deliver projects was also greatly limited due to the Operations Manager's absence due to maternity leave for nine months of the year.

A more positive development was the appointment of a new Finance Manager in September 1996. This is a joint post between Groundwork Erewash Valley, Groundwork Creswell and Groundwork Greater Nottingham.

**FIXED ASSETS**

Details of movements in fixed assets during the year are shown in note 7 to the financial statements.

**AUDITORS**

The auditors, Smith Cooper & Partners, have indicated their willingness to accept re-appointment under Section 385(2) of the Companies Act 1985 and a resolution for their re-appointment will be proposed at the Annual General Meeting.

**By order of the Board:**



**MRS S CLARSON**  
Secretary

Dated : 19 October 1998

**AUDITORS' REPORT TO THE MEMBERS OF  
GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

We have audited the financial statements on pages 6 to 14 which have been prepared under the historical cost convention and the accounting policies set out on pages 9 and 10.

**Respective responsibilities of Directors and auditors**

As described on page 2, the Company's Directors are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

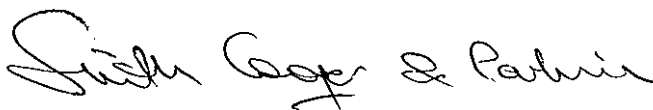
**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements by the Directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the Company's affairs as at 31 March 1997 and of its loss for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



SMITH COOPER & PARTNERS  
Chartered Accountants and Registered Auditors  
Nottingham

Dated: 19 October 1998

**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 1997**

	Notes	Unrestricted Funds £	Restricted Funds £	Totals 1997 £	Totals 1996 as restated £
<b>INCOME AND EXPENDITURE</b>					
<b>INCOMING RESOURCES</b>					
Core funding		-	46,500	46,500	76,498
Project funding		-	305,171	305,171	200,299
Rental income		-	4,680	4,680	4,680
Donations and gifts		-	-	-	2,530
Investment income		-	1,310	1,310	1,817
Other income		-	313	313	492
		<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources	2	-	357,974	357,974	286,316
		<hr/>	<hr/>	<hr/>	<hr/>
<b>RESOURCES EXPENDED</b>					
Direct Charitable Expenditure:					
Improving the environment		-	80,193	80,193	150,718
Education and community involvement		-	40,740	40,740	43,940
Integration of environmental and economy		-	192,519	192,519	16,783
Other expenditure:					
Management and Administration of the Charity		-	80,264	80,264	81,865
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL RESOURCES EXPENDED</b>	3	-	393,716	393,716	293,306
		<hr/>	<hr/>	<hr/>	<hr/>
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS</b>					
(Carried forward)	4	-	(35,742)	(35,742)	(6,990)
		<hr/>	<hr/>	<hr/>	<hr/>



**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 1997**  
(Continued)

Notes	Unrestricted Funds £	Restricted Funds £	Totals 1997 £	Totals 1996 as restated £
<b>NET OUTGOING RESOURCES BEFORE TRANSFERS (Brought forward)</b>	<u>          </u>	<u>(35,742)</u>	<u>(35,742)</u>	<u>(6,990)</u>
<b>TRANSFERS BETWEEN FUNDS</b>	(35,742)	35,742	-	-
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	<u>(35,742)</u>	<u>-</u>	<u>(35,742)</u>	<u>(6,990)</u>
<b>NET MOVEMENTS IN FUNDS</b>	(35,742)	-	(35,742)	(6,990)
<b>FUND BALANCES BROUGHT FORWARD AT 1 APRIL 1996</b>	<u>63,095</u>	<u>-</u>	<u>63,095</u>	<u>70,085</u>
<b>FUND BALANCES CARRIED FORWARD AT 31 MARCH 1997</b>	<u>27,353</u>	<u>-</u>	<u>27,353</u>	<u>63,095</u>

There were no other recognised gains or losses and no discontinued or acquired activities during the above two financial years

**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

**BALANCE SHEET AT 31 MARCH 1997**

	Notes	£	<u>1997</u>	£	<u>1996</u>	£
<b>FIXED ASSETS</b>						
Tangible assets	7			6,307		10,203
<b>CURRENT ASSETS</b>						
Debtors	8	76,523			118,029	
Cash at bank		32,531			39,198	
		<hr/>			<hr/>	
			109,054		157,227	
<b>CREDITORS: Amounts falling due within one year</b>	9	(88,008)			(104,335)	
		<hr/>			<hr/>	
<b>NET CURRENT ASSETS</b>				21,046		52,892
				<hr/>		<hr/>
				27,353		63,095
				<hr/>		<hr/>
<b>FUNDS:</b>						
Revenue reserve unrestricted funds:						
General funds				27,353		63,095
Restricted funds				-		-
				<hr/>		<hr/>
<b>TOTAL FUNDS</b>	12			27,353		63,095
				<hr/>		<hr/>

Approved by the Board and signed on its behalf by:



N HORSLEY  
Director

Dated: 19 October 1998

# **GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 1997**

### **1 ACCOUNTING POLICIES**

#### **Basis of preparation**

The financial statements have been prepared under the historical cost convention. Comparative figures have been restated, and appropriate explanations given. The financial statements, incorporating a Statement of Financial Activities, have been prepared in accordance with the Statement of Recommended Practice (SORP) - Accounting by Charities and applicable Accounting Standards.

To reflect better the use of resources, changes have been made to the expenditure categories and the allocation under which they are shown. Comparative figures have been restated.

#### **Company status**

Greater Nottingham Groundwork Trust Limited is Groundwork Greater Nottingham incorporated as Greater Nottingham Groundwork Trust Limited and is a Company limited by guarantee. The guarantors are the Groundwork Foundation. The liability in respect of the guarantee, as set out in the memorandum, is limited to £1 per member of the Company. The Trust has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the Company's activities.

#### **Fund accounting**

General funds are available for use at the discretion of the Directors in furtherance of the general objective of the Trust.

Restricted funds are funds subject to specific restrictive conditions imposed by funders or by the purpose of the grant. Any surplus made on restricted projects is available to transfer to unrestricted funds.

All income and expenditure is shown in the Statement of Financial Activities.

#### **Resources arising**

##### **Income**

Income or grants received in advance are held in deferred income, and carried forward to future accounting periods to be released when the measurable stages of work have been completed, approved or certified. Any grants restricted to future accounting periods are deferred and recognised in those accounting periods.

##### **Gifts in kind**

Gifts in kind are not valued in the financial statements.

**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 1997  
(Continued)**

**1 ACCOUNTING POLICIES - continued**

**Resources expended**

The cost headings comprise expenditure, including staff costs, directly attributable to the activity. Where costs cannot be directly attributed they have been allocated to activities on a consistent basis in relation to staff costs.

Support costs comprise all services supplied centrally identifiable as wholly or mainly in support of charitable expenditure and include an appropriate proportion of general overheads.

Central overheads are allocated on the basis of their use with the aim of ensuring that those costs remaining within the administration relate to the management of the Trust's assets, organisational administration and compliance with constitutional and statutory requirements.

**Government grants**

Grants that relate to specific capital expenditure are treated as deferred income and released to the credit of the income and expenditure account over the related asset's useful life.

**Depreciation**

Depreciation is calculated so as to write off the cost of tangible fixed assets (less estimated residual value) in equal annual instalments over their useful lives as follows:

Computer equipment	33.3% - 50%
Fixtures and fittings	10% -20%.

**Leasing commitments**

Operating lease rentals are charged to the profit and loss account.

**Pension contributions**

The Company contributes to the Nottinghamshire County Council Pension Scheme on behalf of the staff. These contributions are charged to the financial statements as they fall due.

# GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 1997 (Continued)

### 2 TOTAL INCOMING RESOURCES

Total incoming resources can be analysed  
as being received from the following sources.

	<u>1997</u>	<u>1996</u> As restated
Central Government	154,432	117,615
Regional offices	13,678	1,598
Public agencies	250	350
Local Government	86,503	126,022
European Union	79,243	-
Private sector	17,565	33,742
Interest received	1,310	1,817
Rent received	4,680	4,680
Other income	313	492
	<hr/>	<hr/>
	357,974	286,316
	<hr/>	<hr/>

### 3 TOTAL RESOURCES EXPENDED

	Staff costs £	Other direct costs £	Other allocated costs £	Total 1997 £	Total 1996 As restated £
Improving the environment Education and Community Involvement	23,035	49,223	7,935	80,193	150,718
Integration of environment and economy	22,647	10,292	7,801	40,740	43,940
Management and administration of the charity	15,648	171,481	5,390	192,519	16,783
	59,138	42,252	(21,126)	80,264	81,865
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	120,468	273,248	-	393,716	293,306
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

No grants are made to individuals

### 4 NET OUTGOING RESOURCES BEFORE TRANSFERS

Net outgoing resources before transfers is stated after charging/(crediting):	<u>1997</u> £	<u>1996</u> £
Depreciation of owned assets	5,996	7,508
Release of capital grants	(3,023)	(2,798)
Directors' remuneration	-	-
Auditors' remuneration	1,070	1,035
Operating lease payments - Leasehold property	10,000	10,000
	<hr/>	<hr/>

**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 1997  
(continued)**

<b>5 EMPLOYMENT COSTS</b>	<u>1997</u> £	<u>1996</u> £
Salaries	104,400	113,730
Social Security costs	8,449	9,473
Pension costs	6,211	5,408
	<hr/>	<hr/>
	119,060	128,611
	<hr/>	<hr/>

The average number of persons (excluding non-executive Directors) employed during the year was 7 (1996: 7). All staff were employed in an administrative capacity.

Employees of the Company are eligible for membership of the Nottinghamshire County Council Pension Scheme. The scheme is a defined benefit scheme; its assets are held in a separately administered fund. Contributions are made by employees at the rate of 6% of salary. The Company's contributions are 125% of employee contributions. At 31 March 1997 £3,218 (1996: £731) was outstanding in relation to these transactions and the Profit and Loss charge for the year was £6,211 (1996: £5,408).

**6 TAXATION**

The Company is a registered charity and as such is exempt from Corporation Tax.

**7 FIXED ASSETS**

	<u>Computer equipment</u> £	<u>Office fixtures &amp; fittings</u> £	<u>Total</u> £
<b>Cost</b>			
At 1 April 1996	20,439	15,992	36,431
Additions	1,726	374	2,100
	<hr/>	<hr/>	<hr/>
At 31 March 1997	22,165	16,366	38,531
	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>			
At 1 April 1996	11,984	14,244	26,228
Charge for the year	5,299	697	5,996
	<hr/>	<hr/>	<hr/>
At 31 March 1997	17,283	14,941	32,224
	<hr/>	<hr/>	<hr/>
<b>Net book value</b>			
At 31 March 1997	4,882	1,425	6,307
	<hr/>	<hr/>	<hr/>
At 1 April 1996	8,455	1,748	10,203
	<hr/>	<hr/>	<hr/>

At 31 March 1997 the Company had capital commitments which were authorised and contracted for amounting to £Nil (1996: £2,475).

# GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 1997 (continued)

<b>8</b>	<b>DEBTORS</b>	<u>1997</u>	<u>1996</u>
		£	£
	Income receivable	55,633	87,314
	Other debtors	20,890	30,715
		<hr/>	<hr/>
		76,523	118,029
		<hr/>	<hr/>

### 9 CREDITORS - Amounts falling due within one year

Accruals	69,580	33,242
Other creditors	13,053	53,203
Deferred capital grant income	2,051	5,073
Other tax and Social Security	3,324	12,817
	<hr/>	<hr/>
	88,008	104,335
	<hr/>	<hr/>

### 10 OBLIGATIONS UNDER OPERATING LEASES

At 31 March 1997 the Company had annual commitments under non-cancellable operating leases as follows:

	£	£
Expiring within one to two years	10,000	-
Expiring within two to five years	-	10,000
	<hr/>	<hr/>

All of the above relates to leasehold property.

### 11 SHARE CAPITAL

The Company is limited by guarantee with no share capital. The equity interest in the Company is owned by the members each of whom has undertaken to contribute such amount not exceeding £1 as may be required under certain circumstances. At 31 March 1997 there were 6 members.

**GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 1997  
(continued)**

**12 RECONCILIATION OF MOVEMENTS IN FUNDS**

	<u>1997</u>	<u>1996</u>
	<u>Revenue</u> <u>Reserve</u> £	<u>Revenue</u> <u>Reserve</u> £
Opening funds	63,095	70,085
Deficit of income over expenditure for the year	(35,742)	(6,990)
	<hr/>	<hr/>
Closing funds	27,353	63,095
	<hr/>	<hr/>

**13 CASHFLOW STATEMENT**

The financial statements do not include a cash flow statement because the Company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow Statements".

**14 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

As all the Company's assets represent unrestricted funds, therefore no analysis of net assets between funds has been prepared.