

Register

GREATER NOTTINGHAM GROUNDWORK
TRUST LIMITED
(a company limited by guarantee)
DIRECTORS' REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2000

BLYTHENS

Chartered Accountants
Nottingham



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GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

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FOR THE YEAR ENDED 31ST MARCH 2000

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COMPANY INFORMATION

COMPANY NUMBER

2556957

CHARITY REGISTRATION NUMBER

1003426

DIRECTORS

T.G. Richardson (Chairman)
Councillor S. Doo
Councillor M. Hall
Councillor E. Higgins
N. Horsley
J. Houghton
Councillor M. Walton
S.J. Harrison
K. Stanyard
Councillor C. Preston
Councillor W.H. Golland

SECRETARY

Mrs. S. Clarson

REGISTERED OFFICE

35-37 St. Mary's Gate
Nottingham
NG1 1PU

AUDITORS

Blythens
Haydn House
309-329 Haydn Road
Sherwood
Nottingham
NG5 1HG

BANKERS

National Westminster Bank plc
Nottingham Smiths Branch
Nottingham

REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MARCH 2000

The above is registered as a company, limited by guarantee, having no share capital and was registered with the Charity Commission under its Memorandum and Articles of Association dated 12th November 1990.

The directors have pleasure in presenting their report, together with the audited financial statements of the company for the year ended 31st March 2000.

OBJECTS

To promote the conservation, protection, and improvement of the physical and natural environment anywhere in the area of benefit. To provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of them improving the conditions of life in the area of benefit. To advance public education in environmental matters.

DIRECTORS

The Board meets bi-monthly to oversee the projects programme, and other matters which may arise during the year.

The directors who served during the year were:-

T.G. Richardson (Chairman)
Councillor S. Doo
Councillor M. Hall
Councillor E. Higgins
N. Horsley
J. Houghton
Councillor M. Walton
S.J. Harrison
K. Stanyard
Councillor C. Preston
Councillor W.H. Golland (appointed 21.7.1999)

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 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.

REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MARCH 2000

VOLUNTARY HELP AND DONATIONS IN KIND

Projects benefit from donated materials and the provision of machinery. In addition, the directors recognise the significant contribution made by the trustees and other volunteers who give freely of their time. The financial statements do not incorporate any value attributed to these contributions as this is considered to be impracticable, but the directors anticipate that such information will be available in future years.

FINANCIAL REVIEW

During the year, project and core funding of £392,962 (1999 : £296,795) has been used towards project expenditure of £323,723 (1999 : £210,868), and surpluses of £7,756 (1999 : £28,519) have been retained. Fund balances are considered to be sufficient to meet future obligations.

YEAR 2000 ISSUES

The directors recognise the reliance of the business on its own computer systems as well as those of its customers and suppliers, and of the commercial risks of computer failure due to the impact of the Year 2000. The directors and members of senior management have attempted to identify such issues and the means to address them, and believe that the costs expected to be incurred in this respect, including those already incurred, are unlikely to be material to the company.

REVIEW OF DEVELOPMENTS

Groundwork Greater Nottingham has assisted with the environmental, economic and social regeneration of areas across Greater Nottingham. 1999/2000 has been a year of great change for the Trust. The new management team is now in place and taking on the day to day management of the Trust.

The Trust has gone a long way to re-establishing confidence with partners. This is clearly reflected in the 2000/2001 work programme. The Trust still needs to develop its programmes further if it is to reach its financial goal of building up its reserves and working capital.

In a move to improve efficiency the Trust, together with Groundwork Ashfield and Mansfield and Groundwork Newark and Sherwood has started to look at restructuring to develop an integrated staff structure. These restructuring proposals will be introduced in 2000/2001.

The scale of the Trust work programme remains small, but the quality has increased. The size of the programme will increase as the Trust's capacity grows.

The Trust's key successes for 1999/2000 have been:

- re-establishing landscape design team;
- continuing to work with Gedling Borough Council developing a landscape programme for Newstead Village;
- securing funding to establish a Food Futures project in Nottingham;
- establishing a presence within a number of partnerships across Greater Nottingham.

On a more specific note the following projects give a taste of some of the highlights of our work in 1999/2000.

REPORT OF THE DIRECTORS
FOR THE YEAR ENDED 31ST MARCH 2000

GREEN CONNECTION

The programme's second year saw continued growth and demand. The initial plan was for three years, however we are now looking to extend the project by a further three years and on an increased scale.

EDUCATION PROGRAMME

This programme has now significantly diversified to include projects such as "Walking Bus" and "Young Carers".

HEALTH AND THE ENVIRONMENT

The food initiatives project is now under way with a dedicated part-time member of staff.

Other health initiatives include aspects such as exercise and the environment, healthy eating and community health volunteering programmes.

ARTS

Funding was secured for three environmental arts projects involving parish maps reflecting past and present time. This project will overlap into 2000/01.

IONA SCHOOL

A major landscaping project worth £160,000 has been designed during this year and will be implemented in 2000/01.

BRAMCOTE HILLS WALLED GARDEN

A formal garden in the Bramcote Hills Park was recreated on a derelict part of the park incorporating sensory areas, a human sundial and formal paths.

NEWSTEAD TEENAGE ACTIVITY AREA

As part of our work to improve the facilities for "youth" in the area an activity area was created incorporating a climbing net, a zip-wire slide, skateboard ramps and a mobilus.

AUDITORS

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

By Order of the Board



MRS. S. CLARSON
Secretary

17th January 2001

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 made 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 31st March 2000 and of its incoming resources and application of resources, including its income and expenditure for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

Blythens

BLYTHENS
Chartered Accountants

Haydn House,
309-329 Haydn Road,
Sherwood,
Nottingham.
NG5 1HG

25th January 2001

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2000

	<u>Note</u>	<u>Unrestricted Funds</u> £	<u>Restricted Funds</u> £	<u>Totals 2000</u> £	<u>Totals 1999</u> £
<u>INCOME AND EXPENDITURE</u>					
<u>INCOMING RESOURCES</u>					
Grant Income - Core Funding		10,500	4,750	15,250	25,500
Grant Income - Project Funding		-	377,712	377,712	271,295
Rental and other income		25,373	-	25,373	16,986
Donations and gifts		-	-	-	-
Investment income		2,231	-	2,231	1,507
<u>TOTAL INCOMING RESOURCES</u>	2	38,104	382,462	420,566	315,288
<u>RESOURCES EXPENDED</u>					
<u>Direct Charitable Expenditure</u>					
Improving the environment		-	152,169	152,169	83,831
- Exceptional costs	13	-	-	-	(8,266)
Education and community		-	120,414	120,414	42,646
- Exceptional costs	13	-	-	-	(4,201)
Integration of environmental and economy		-	51,140	51,140	96,858
<u>Other Expenditure</u>					
Management and Administration of the Charity		38,104	50,983	89,087	75,901
<u>TOTAL RESOURCES EXPENDED</u>	3	38,104	374,706	412,810	286,769
<u>NET INCOMING/(OUTGOING)</u>					
<u>RESOURCES BEFORE TRANSFERS</u>					
Carried forward	4	-	7,756	7,756	28,519

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2000

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>2000</u> £	<u>1999</u> £
<u>NET INCOMING/(OUTGOING)</u> <u>RESOURCES BEFORE TRANSFERS</u>				
Brought forward	-	7,756	7,756	28,519
<u>TRANSFERS BETWEEN FUNDS</u>	7,756	(7,756)	-	-
<u>NET INCOMING/(OUTGOING)</u> <u>RESOURCES FOR THE YEAR</u>	7,756	-	7,756	28,519
<u>NET MOVEMENTS IN FUNDS</u>	7,756	-	7,756	28,519
<u>FUND BALANCES BROUGHT</u> <u>FORWARD AT 1.4.1999</u>	41,998	-	41,998	13,479
<u>FUND BALANCES CARRIED</u> <u>FORWARD AT 31.3.2000</u>	49,754	-	49,754	41,998

GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

BALANCE SHEET AS AT 31ST MARCH 2000

	<u>Note</u>	<u>2000</u>	<u>1999</u>
		£	£
<u>FIXED ASSETS</u>			
Tangible Assets	7	4,144	3,810
<u>CURRENT ASSETS</u>			
Debtors	8	89,830	93,081
Cash at Bank and in Hand		90,934	72,586
		<hr/>	<hr/>
		180,764	165,667
<u>CREDITORS</u> : Amounts falling due within one year	9	135,154	127,479
		<hr/>	<hr/>
<u>NET CURRENT ASSETS</u>		45,610	38,188
		<hr/>	<hr/>
<u>NET ASSETS</u>		49,754	41,998
		<hr/>	<hr/>
<u>FUNDS</u>			
Unrestricted Funds		49,754	41,998
Restricted Funds		-	-
		<hr/>	<hr/>
<u>TOTAL FUNDS</u>	12	49,754	41,998
		<hr/>	<hr/>

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies, and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000).

The financial statements were approved by the Board on
and signed on its behalf by:

17th January 2001

NEIL HORSLEY

Director



NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

1. ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared under the historical cost convention. 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.

Format of Accounts

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 1985 and adapted the Companies Act formats to reflect the special nature of the company's activities. As permitted by Section 226(4) of the Companies Act, information additional to that required by Schedule 4 of the Act has been shown in the financial statements to provide a true and fair view of the results for the year.

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.

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.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

1. ACCOUNTING POLICIES (Continued)

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%
Leasehold Improvements	Written off over anticipated length of lease - now estimated at 2 years

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.

2. TOTAL INCOMING RESOURCES

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

	<u>2000</u>	<u>1999</u>
	£	£
Central Government	122,094	134,757
Regional Offices	-	-
Public Agencies	-	-
Local Government	99,750	41,813
European Union	-	14,837
Private Sector	141,118	75,388
Interest Received	2,231	1,507
Rent Received and Other Income	25,373	16,986
National Lotteries Charity Board	30,000	30,000
	<hr/>	<hr/>
	420,566	315,288
	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

3. TOTAL RESOURCES EXPENDED

	Staff costs £	Other direct costs £	Other allocated costs £	Total 2000 £	Total 1999 £
Improving the environment	38,276	104,256	9,637	152,169	75,565
Education and Community involvement	59,820	52,229	8,365	120,414	38,445
Integration of environment and economy	22,100	24,355	4,685	51,140	96,858
Management and administration of the charity	33,130	78,644	(22,687)	89,087	75,901
	153,326	259,484	-	412,810	286,769

Management and administration costs can be analysed as follows:

	2000 £	1999 £
Salaries	33,130	37,520
Office costs	36,786	21,486
Insurance	4,493	3,531
Professional fees	7,897	9,000
Depreciation	2,580	1,922
Publicity and hospitality	600	991
Bank charges and finance	495	176
Sundry expenses	3,146	1,275
	89,087	75,901

No grants are made to individuals.

4. NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS

	2000 £	1999 £
Net outgoing resources before transfers is after charging/crediting:		
Depreciation of owned assets	2,580	2,272
Release of capital grants	-	(350)
Auditors' remuneration	950	925
Operating lease payments		
- Leasehold property	8,000	8,000
Directors' remuneration	-	-
Trustees' remuneration	-	-
Trustees' expenses	146	233

NOTES TO THE FINANCIAL STATEMENTSFOR THE YEAR ENDED 31ST MARCH 20005. EMPLOYMENT COSTS

	<u>2000</u>	<u>1999</u>
	£	£
Salaries	137,277	102,058
Social Security costs	9,769	5,762
Pension costs	6,280	4,242
Management charge	12,000	21,000
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	165,326	133,062
	<hr/>	<hr/>

The average number of persons (excluding non-executive directors) employed during the year was 8 (1999 : 7). All staff were employed in an administrative capacity.

Employers 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 31st March 2000 £Nil (1999 : £Nil) was outstanding in relation to these transactions and the Income and Expenditure charge for the year was £6,280 (1999 : £4,242).

6. TAXATION

The company is a registered charity and as such is exempt from corporation tax.

7. FIXED ASSETS

	<u>Leasehold improvements</u>	<u>Computer equipment</u>	<u>Office fixtures and fittings</u>	<u>Total</u>
	£	£	£	£
<u>COST</u>				
At 1st April 1999	3,693	22,165	16,496	42,354
Additions	-	-	2,914	2,914
	<hr/>	<hr/>	<hr/>	<hr/>
At 31st March 2000	3,693	22,165	19,410	45,268
	<hr/>	<hr/>	<hr/>	<hr/>
<u>DEPRECIATION</u>				
At 1st April 1999	-	22,165	16,379	38,544
Charge for the year	1,890	-	690	2,580
	<hr/>	<hr/>	<hr/>	<hr/>
At 31st March 2000	1,890	22,165	17,069	41,124
	<hr/>	<hr/>	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTSFOR THE YEAR ENDED 31ST MARCH 20007. FIXED ASSETS (Continued)

	<u>Leasehold improvements</u> £	<u>Computer equipment</u> £	<u>Office fixtures and fittings</u> £	<u>Total</u> £
<u>NET BOOK VALUE</u>				
At 31st March 2000	1,803	-	2,341	4,144
At 1st April 1999	3,693	-	117	3,810

All fixed assets are used for direct charitable purposes.

At 31st March 2000 the company had capital commitments which were authorised and contracted for amounting to £Nil (1999 : £Nil).

8. DEBTORS

	<u>2000</u> £	<u>1999</u> £
Other debtors and prepayments	89,830	85,581
Accrued income	-	7,500
	<u>89,830</u>	<u>93,081</u>

9. CREDITORS: Amounts falling due within one year

	<u>2000</u> £	<u>1999</u> £
Other creditors	84,249	51,980
Other tax and social security	5,088	10,620
Accruals and deferred income	45,817	64,879
	<u>135,154</u>	<u>127,479</u>

Corresponding amounts have been restated to ensure comparability.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2000

10. OBLIGATIONS UNDER OPERATING LEASES

	<u>2000</u>		<u>1999</u>
	<u>Land</u>	<u>Other</u>	
	£	£	£
At 31st March 2000 the company had annual commitments under non-cancellable operating leases as follows:-			
Expiring within two to five years	6,000	4,800	6000

The above relates to leasehold property and computer equipment.

11. SHARE CAPITAL

The company is limited by guarantee with no share capital. The equity 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 31st March 2000 there were 6 members (1999 : 6).

12. ANALYSIS OF MOVEMENT OF FUNDS

	Balance <u>1.4.1999</u>	Net incoming <u>resources</u>	Transfers between <u>funds</u>	Balance <u>31.3.2000</u>
	£	£	£	£
Restricted funds	-	7,756	(7,756)	-
Unrestricted funds	41,998	-	7,756	49,754
	41,998	7,756	-	49,754

Incoming resources include amounts provided for running costs of the Trust. In the opinion of the directors this is appropriately disclosed as a transfer from restricted funds to cover the management and administration costs of the Trust, which are charged out on projects.

13. EXCEPTIONAL ITEMS

Direct charitable expenditure includes exceptional items which have arisen due to the successful appeal against a VAT assessment for overclaimed input tax in 1997.

14. CONTROL RELATIONSHIPS

There is no ultimate controlling party.

GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 2000

	<u>2000</u>	<u>1999</u>
	£	£
<u>INCOME</u>		
<u>Public Sector</u>		
Gedling Borough Council	6,500	6,500
Broxtowe Borough Council	4,000	4,000
	<hr/>	<hr/>
	10,500	10,500
	<hr/>	<hr/>
Department of the Environment	-	78,499
	<hr/>	<hr/>
Project income	382,462	207,796
<u>Less</u> Project expenditure	(180,840)	(109,933)
	<hr/>	<hr/>
	201,622	97,863
	<hr/>	<hr/>
Rent received and management charge	23,568	16,986
Bank interest	2,231	1,507
Other income	1,805	-
	<hr/>	<hr/>
	239,726	205,355
	<hr/>	<hr/>

GREATER NOTTINGHAM GROUNDWORK TRUST LIMITED

DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31ST MARCH 2000

	<u>2000</u> £	<u>1999</u> £
<u>EXPENDITURE</u>		
<u>Employment costs</u>		
Salaries and other employment costs	165,326	131,545
Recruitment expenses	5,956	1,517
	<hr/>	<hr/>
	171,282	133,062
	<hr/>	<hr/>
<u>Office costs</u>		
Rent and room hire (including light and heat)	15,659	13,603
Printing, stationery and general expenses	5,283	4,206
Telephone, fax and postage	4,574	3,677
	<hr/>	<hr/>
	25,516	21,486
	<hr/>	<hr/>
<u>Other administrative costs</u>		
Insurance including indemnity insurance	4,493	3,531
Professional fees	9,052	9,000
Depreciation <i>less</i> grants received	2,580	1,922
Travel and motor	8,846	5,393
Publicity and hospitality	4,337	991
Sundry expenses	5,369	1,275
Bank charges	495	176
	<hr/>	<hr/>
	35,172	22,288
	<hr/>	<hr/>
	231,970	176,836
	<hr/>	<hr/>