

The Bristol Cultural Development Partnership

(a company limited by guarantee)

Report and Accounts

31 March 2002

Company registration number : 2775034



DIRECTORS

N Capaldi
H Holland
D Price
P Roberts
J Savage
L Sherwood

SECRETARY

N Hutchings

BANKERS

National Westminster Bank plc
44 Caledonia Place
The Mall
Clifton
Bristol
BS99 5AJ

REGISTERED OFFICE

16 Clifton Park
Clifton
Bristol
BS8 3BY

DIRECTORS' REPORT
for the year ended 31 March 2002

The directors present their report together with the financial statements for the year ended 31 March 2002.

PRINCIPAL ACTIVITIES

The partnership continues to develop culture, in its broadest sense, for the region, and to encourage and facilitate greater general public participation in all cultural activities and promote Bristol's cultural activity nationally and internationally.

The Bristol Cultural Development Partnership is a company limited by guarantee.

TRANSFERS TO RESERVES

The income and expenditure for the year is set out on page 5.

REVIEW OF THE YEAR

BCDP continued to make excellent progress towards its vision of building a creative city in 2001 and early 2002. The key task in the period under review was work for the bid for Bristol to be made 2008 European Capital of Culture. The period under review also saw the second year of At-Bristol – a key early BDCP initiative – that continued to attract excellent visitor numbers and the continued development of South West Arts Marketing and the Encounters film festivals. BCDP ran a number of successful conferences and seminars, and contributed widely to debate about arts, media and cultural issues. It launched a new publishing initiative with two books. It continued to provide specific advice to a range of arts and media organisations. Work continued also on Bristol Legible City, which was made the recipient of the award for innovation by the Royal Town Planning Institute.

DIRECTORS

The directors of the company during the year ended 31 March 2002 were as follows:

N Capaldi
H Holland
D Price
P Roberts
J Savage
L Sherwood

DIRECTORS' REPORT

for the year ended 31 March 2002


DIRECTORS' RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS

Company law requires the directors to prepare accounts 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 period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts 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 accounts 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.

By order of the board:



N Hutchings
Secretary

3/7/02

Date

INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 March 2002

	<i>Notes</i>	<i>2002</i>	<i>2001</i>
		£	£
INCOME			
Grants and donations	3	120,850	87,349
Consultancy		24,500	20,375
Conferences		23,039	56,495
2008 City of Culture Bid		356,000	-
Interest receivable		1,173	502
Other		1,935	633
		<u>527,497</u>	<u>165,354</u>
 EXPENDITURE			
Staff costs	4	109,532	79,872
Conferences		17,238	52,620
2008 City of Culture Bid		356,188	-
Other		40,533	30,228
		<u>523,491</u>	<u>162,720</u>
 SURPLUS OF INCOME OVER EXPENDITURE BEFORE TAXATION		4,006	2,634
Taxation	5	<u>117</u>	<u>263</u>
SURPLUS OF INCOME OVER EXPENDITURE AFTER TAXATION	9	<u>3,889</u>	<u>2,371</u>

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

for the year ended 31 March 2002

The company has no recognised gains or losses other than the surplus attributable to the members of the company of £3,889 for the year ended 31 March 2002, and of £2,371 for the year ended 31 March 2001.

BALANCE SHEET
at 31 March 2002

	<i>Notes</i>	<i>2002</i> £	<i>2001</i> £
FIXED ASSETS	6	3,386	4,425
CURRENT ASSETS			
Debtors	7	104,232	10,267
Cash at bank in hand		50,911	60,011
		<u>155,143</u>	<u>70,278</u>
CREDITORS: amounts falling due within one year	8	150,478	70,541
NET CURRENT ASSETS/(LIABILITIES)		<u>4,665</u>	<u>(263)</u>
TOTAL ASSETS		<u>8,051</u>	<u>4,162</u>
RESERVES			
General Fund	9	<u>8,051</u>	<u>4,162</u>

The directors confirm that in their opinion:

- a) for the year ended 31 March 2002 the company was entitled to the exemption conferred by Section 249A(1) of the Companies Act 1985;
- b) no notice has been deposited under Section 249B(2) of the Companies Act 1985 in relation to its accounts for the financial year ended 31 March 2002;
- c) the directors acknowledge their responsibility for:
 - i ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
 - ii preparing accounts which give a true and fair view of the state of the affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

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

Director

Paul Savage

Date

3 July 2002

NOTES TO THE ACCOUNTS

at 31 March 2002

1 COMPANY STATUS

The company is limited by guarantee and does not have share capital. The liability of each member is limited to £1 in the event of a winding up.

2 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

Grants and Donations

Donations are accounted for on a receipts basis whilst grants are spread over the period to which they apply.

3 GRANTS AND DONATIONS

	2002	2001
	£	£
Bristol Chamber of Commerce and Initiative	43,750	26,250
Bristol City Council	31,100	30,349
South West Arts	36,500	25,750
Arts & Business	9,500	5,000
	<u>120,850</u>	<u>87,349</u>

4 EMPLOYEE INFORMATION

	2002	2001
	No	No
The average monthly number of persons employed by the company during the period was	<u>3</u>	<u>2</u>
	2002	2001
	£	£
Staff costs: Wages and salaries	93,195	68,027
Social Security costs	9,524	7,223
Pension	6,813	4,622
	<u>109,532</u>	<u>79,872</u>

No director received any remuneration from the company during the year.

NOTES TO THE ACCOUNTS

at 31 March 2002

5 TAXATION

	2002	2001
	£	£
Corporation tax @ 10%	<u>117</u>	<u>263</u>

6 FIXED ASSETS

	Cost	Depreciation	Net book Value	2002	2001
	£	£	£	£	£
At 1 st April 2001	7,270	2,845	4,425	4,425	756
Additions in year	1,073	2,112	(1039)	(1039)	3,669
At 31 st March 2002	<u>8,343</u>	<u>4,957</u>	<u>3,386</u>	<u>3,386</u>	<u>4,425</u>

7 DEBTORS

	2002	2001
	£	£
2008 City of Culture Bid	96,350	-
Conferences	1,195	10,267
Other	6,687	-
	<u>104,232</u>	<u>10,267</u>

8 CREDITORS : amounts falling due within one year

	2002	2001
	£	£
Corporation tax	117	263
Bristol Chamber of Commerce and Initiative	33,127	21,229
Other taxes and Social Security	-	5,976
Accruals and deferred income	117,234	43,073
	<u>150,478</u>	<u>70,541</u>

9 RECONCILIATION OF MEMBERS' FUNDS AND STATEMENT OF MOVEMENT OF RESERVES

	General Fund	
	2002	2001
	£	£
At 1 April 2001	4,162	1,791
Surplus for the year	3,889	2,371
At 31 March 2002	<u>8,051</u>	<u>4,162</u>

10 RELATED PARTY TRANSACTIONS

The Company entered into the following transactions during the year with organisations in which the named directors and officers of The Bristol Cultural Development Partnership also hold directorships or key management positions:

Organisation	Director's name	Transaction type	Income during the year £	Debtor/ (Creditor) at 31 March 2002 £
Bristol Chamber of Commerce, Industry and Shipping	J Savage L Sherwood	Donation	43,750	(33,127)
South West Arts	N Capaldi	Grant	36,500	
Bristol City Council	H Holland	Donation 2008 support	31,100 207,000	(41,100)