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# The Bristol Cultural Development Partnership

(a company limited by guarantee)

## Report and Accounts

31 March 2008

*Company registration number 2775034*

SATURDAY



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15/11/2008

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COMPANIES HOUSE

## **DIRECTORS**

N Capaldi  
S Cook  
G Delacote  
T Gosling  
G Griffiths  
P Roberts  
J Savage  
L Sherwood  
M Tanner  
T Trevor  
R Walker

## **SECRETARY**

N Hutchings

## **BANKERS**

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

## **REGISTERED OFFICE**

Leigh Court Business Centre  
Abbots Leigh  
Bristol  
BS8 3RA

## DIRECTORS' REPORT

for the year ended 31 March 2008

The directors present their report together with the financial statements for the year ended 31 March 2008

## 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

Bristol Cultural Development Partnership made considerable progress in the year under review. Following the successful completion of Brunel 200 plans were made for Darwin 200 in 2009 and BAC 100 in 2010. The Festival of Ideas entered its fourth year with excellent audiences. The Great Reading Adventure saw over 100,000 people take part with The Bristol Story. The foundations for future development were also made in the year under review with the three partners making a commitment to continued support for BCDP especially in the delivery of the core programme and the further development of sub-regional cultural planning. Considerable efforts were made to secure funds for future work given the outlook for lottery support is likely to be more limited in future. The BCDP fundraising programme proved to be very successful. This campaign will continue in the future. We are grateful for the support of Airbus, Arts & Business, Bristol Evening Post, Arts Council England South West, Bristol City Council, Business West, JKW, Rolls Royce, University of Bristol, University of the West of England, Arup and many other sponsors for their continued support.

## DIRECTORS

The directors of the company during the year ended 31 March 2008 were as follows

|             |                     |
|-------------|---------------------|
| N Capaldi   |                     |
| S Cook      |                     |
| G Dawson    | Resigned 16/4/2007  |
| G Delacote  | Appointed 23/7/2007 |
| T Gosling   |                     |
| G Griffiths | Resigned 2/4/2008   |
| H Holland   | Resigned 11/6/2007  |
| P Roberts   |                     |
| J Savage    |                     |
| L Sherwood  |                     |
| M Tanner    |                     |
| T Trevor    |                     |
| R Walker    | Appointed 11/6/2007 |

**DIRECTORS' REPORT**

for the year ended 31 March 2008


**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

  
\_\_\_\_\_  
Date

**INCOME AND EXPENDITURE ACCOUNT**  
for the year ended 31 March 2008

|   | <i>Notes</i> | <i>2008</i>           | <i>2007</i>       |
|---|--------------|-----------------------|-------------------|
|   |              | <i>£</i>              | <i>£</i>          |
| <b>INCOME</b>   |              |                       |                   |
| Grants and donations  | 3            | 172,682               | 1,096,690         |
| Sponsorship   |              | 65,000                | 93,600            |
| Brunel Book sales   |              | 4,795                 | 41,462            |
| Great Reading Adventure   |              | 129,342               | 75,500            |
| Festival of Ideas   |              | 14,384                | 20,063            |
| Consultancy   |              | 29,180                | 59,343            |
| Interest receivable   |              | 6,100                 | 7,329             |
| Other   |              | 1,185                 | 156               |
|   |              | <u>422,668</u>        | <u>1,394,143</u>  |
| <br><b>EXPENDITURE</b>  |              |                       |                   |
| Staff costs   | 4            | 89,319                | 168,429           |
| Brunel 200 & Urban Cultural Programme                             |              | -                     | 830,334           |
| Great Reading Adventure   |              | 88,286                | 169,277           |
| Ideas Festival  |              | 23,184                | 32,595            |
| Consultancy   |              | 42,071                | 160,122           |
| Technology 2010   |              | 12,046                | -                 |
| Other   |              | 38,874                | 31,325            |
|   |              | <u>293,780</u>        | <u>1,392,082</u>  |
| <br><b>SURPLUS OF INCOME OVER EXPENDITURE<br/>BEFORE TAXATION</b> |              | <b>128,888</b>        | <b>2,061</b>      |
| Taxation  | 5            | <u>1,220</u>          | <u>1,393</u>      |
| <b>SURPLUS OF INCOME OVER EXPENDITURE<br/>AFTER TAXATION</b>      | 9            | <u><u>127,668</u></u> | <u><u>668</u></u> |

**STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES**  
for the year ended 31 March 2008

The company has no recognised gains or losses other than the surplus attributable to the members of the company of £127,668 for the year ended 31 March 2008, and the surplus of £668 for the year ended 31 March 2007

The Bristol Cultural Development Partnership

**BALANCE SHEET**  
at 31 March 2008

|   | <i>Notes</i> | <i>2008</i><br>£ | <i>2007</i><br>£ |
|---|--------------|------------------|------------------|
| FIXED ASSETS                                  | 6            | 2,096            | 2,895            |
| CURRENT ASSETS                                |              |                  |                  |
| Debtors                                       | 7            | 43,827           | 128,541          |
| Cash at bank and in hand                      |              | <u>204,025</u>   | <u>123,349</u>   |
|   |              | 247,852          | 251,890          |
| CREDITORS amounts falling due within one year | 8            | <u>78,658</u>    | <u>211,163</u>   |
| NET CURRENT ASSETS                            |              | <u>169,194</u>   | <u>40,727</u>    |
| TOTAL ASSETS                                  |              | <u>171,290</u>   | <u>43,622</u>    |
| RESERVES                                      |              |                  |                  |
| General Fund                                  | 9            | <u>171,290</u>   | <u>43,622</u>    |

The directors confirm that in their opinion

- a) for the year ended 31 March 2008 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 2008,
- 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

0  
Pha Devese

Date

3 November 2008

**NOTES TO THE ACCOUNTS**  
at 31 March 2008

**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**

|  | 2008           | 2007             |
|--|----------------|------------------|
|  | £              | £                |
| Business West                                  | 35,500         | 35,000           |
| Bristol City Council                           | 42,936         | 34,130           |
| Arts Council England – South West              | 43,286         | 42,128           |
| Millennium Commission                          | -              | 203,879          |
| Heritage Lottery Fund                          | 21,889         | 643,381          |
| South West Tourism                             | -              | 50,000           |
| Creative Partnerships                          | 2,400          | 18,100           |
| The Bristol Initiative Charitable Trust (1996) | -              | 15,128           |
| Arts & Business                                | 12,670         | 22,542           |
| Other  | 14,001         | 32,402           |
|  | <u>172,682</u> | <u>1,096,690</u> |

**4 EMPLOYEE INFORMATION**

|   | 2008          | 2007           |
|---|---------------|----------------|
|   | No            | No             |
| The average monthly number of persons employed by the company during the year was | <u>2</u>      | <u>3</u>       |
|   | 2007          | 2007           |
|   | £             | £              |
| Staff costs   |               |                |
| Wages and salaries  | 75,257        | 143,253        |
| Social security costs   | 8,686         | 14,383         |
| Pension   | 5,376         | 9,863          |
| Redundancy  | -             | 930            |
|   | <u>89,319</u> | <u>168,429</u> |

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

**NOTES TO THE ACCOUNTS**  
at 31 March 2008

**5 TAXATION**

|                       | <i>2008</i>  | <i>2007</i>  |
|-----------------------|--------------|--------------|
|                       | <i>£</i>     | <i>£</i>     |
| Corporation Tax @ 20% | <u>1,220</u> | <u>1,393</u> |

**6 FIXED ASSETS**

|                                | <i>Cost</i>    | <i>Depreciation</i> | <i>Net book Value</i> | <i>2007</i>  |
|--------------------------------|----------------|---------------------|-----------------------|--------------|
|                                | <i>£</i>       | <i>£</i>            | <i>£</i>              | <i>£</i>     |
| At 1 <sup>st</sup> April 2007  | 9,483          | 6,588               | 2,895                 | 3,085        |
| Additions in year              | 825            | 1,624               | (799)                 | (190)        |
| Disposals in year              | <u>(4,831)</u> | <u>(4,831)</u>      | <u>-</u>              | <u>-</u>     |
| At 31 <sup>st</sup> March 2008 | <u>5,477</u>   | <u>3,381</u>        | <u>2,096</u>          | <u>2,895</u> |

**7 DEBTORS**

|                                   | <i>2008</i>   | <i>2007</i>    |
|-----------------------------------|---------------|----------------|
|                                   | <i>£</i>      | <i>£</i>       |
| Heritage Lottery Fund             | 30,000        | 45,090         |
| Business West                     | 9,209         | -              |
| Glasgow City Council              | -             | 41,630         |
| Arts Council England – South West | -             | 21,474         |
| Liverpool Reads                   | -             | 9,000          |
| Bristol City Council              | -             | 5,083          |
| Other                             | 4,618         | 6,264          |
|                                   | <u>43,827</u> | <u>128,541</u> |

**8 CREDITORS** amounts falling due within one year

|                                 | <i>2008</i>   | <i>2007</i>    |
|---------------------------------|---------------|----------------|
|                                 | <i>£</i>      | <i>£</i>       |
| Business West                   | 25,146        | 54,500         |
| Other taxes and social security | 4,642         | 4,841          |
| Accruals and deferred income    | 48,870        | 151,822        |
|                                 | <u>78,658</u> | <u>211,163</u> |



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

|                                | General Fund   |               |
|--------------------------------|----------------|---------------|
|                                | 2008           | 2007          |
|                                | £              | £             |
| At 1 April 2007                | 43,622         | 42,954        |
| Surplus/(deficit) for the year | 127,668        | 668           |
| At 31 March 2008               | <u>171,290</u> | <u>43,622</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 / (Expenditure) during the year<br>£ | Debtor/ (creditor) at 31 March 2008<br>£ |
|----------------------------------|---------------------------------|-------------------------------------|---|--|
| Business West                    | J Savage<br>L Sherwood          | Donation<br>Payroll & services      | 35,500<br>(168,082)                         | (15,937)                                 |
| Bristol City Council             | H Holland<br>S Cook<br>R Walker | Donations & sponsorship<br>Services | 52,413<br>(3,380)                           | -  |
| Arts Council England, South West | N Capaldi                       | Grant                               | 43,286                                      | -  |
| Arnolfini                        | T Trevor                        | Ticket<br>Income<br>Services        | 1,104<br>(96)                               | -  |
| Price Associates Ltd             | J Savage                        | Services                            | (945)                                       | (82)                                     |