

The Bristol Cultural Development Partnership

(a company limited by guarantee)

Report and Accounts

31 March 2003

Company registration number : 2775034



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20/08/03
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DIRECTORS

N Capaldi
T Cook
R Davey
H Holland
D Lickorish
N Porter
D Price
P Roberts
J Savage
C Sefia
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 2003

The directors present their report together with the financial statements for the year ended 31 March 2003.

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 2002 and early 2003. The key task in the period under review was work for the bid for Bristol to be made 2008 European Capital of Culture. Following successful shortlisting in October 2002, work continued for the remainder of the year to win the award. BCDP launched a number of projects for the 2008 bid, including The Great Reading Adventure, in which everyone in Bristol was encouraged to read Treasure Island.

The period under review also saw the third 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, both BCDP initiatives.

BCDP ran a number of successful conferences and seminars, and contributed widely to debate about arts, media and cultural issues. It continued its publishing initiative with three new books and started a new relationship with Redcliffe Press. BCDP continued to provide specific advice to a range of arts and media organisations. Work continued also on Bristol Legible City, with a successful second conference and consultancy work.

DIRECTORS

The directors of the company during the year ended 31 March 2003 were as follows:

N Capaldi	
T Cook	Appointed 26/9/2002
R Davey	Appointed 26/9/2002
H Holland	
D Lickorish	Appointed 26/9/2002
N Porter	Appointed 26/9/2002
D Price	
P Roberts	
J Savage	
C Sefia	Appointed 26/9/2002
L Sherwood	

DIRECTORS' REPORT

for the year ended 31 March 2003


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

12th August 2003
Date

INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 March 2003

	<i>Notes</i>	<i>2003</i>	<i>2002</i>
		£	£
INCOME			
Grants and donations	3	116,900	120,850
Consultancy		17,500	24,500
Conferences		15,422	23,039
2008 City of Culture Bid		159,696	356,000
Interest receivable		692	1,173
Other		1,171	1,935
		<u>311,381</u>	<u>527,497</u>
 EXPENDITURE			
Staff costs	4	94,007	109,532
Conferences		15,592	17,238
2008 City of Culture Bid		162,187	356,188
Other		25,952	40,533
		<u>297,738</u>	<u>523,491</u>
 SURPLUS OF INCOME OVER EXPENDITURE BEFORE TAXATION		13,643	4,006
Taxation	5	<u>-</u>	<u>117</u>
SURPLUS OF INCOME OVER EXPENDITURE AFTER TAXATION	9	<u>13,643</u>	<u>3,889</u>

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

for the year ended 31 March 2003

The company has no recognised gains or losses other than the surplus attributable to the members of the company of £13,643 for the year ended 31 March 2003, and of £3,889 for the year ended 31 March 2002.

BALANCE SHEET

at 31 March 2003

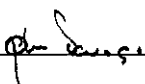
	Notes	2003 £	2002 £
FIXED ASSETS	6	3,038	3,386
CURRENT ASSETS			
Debtors	7	10,307	104,232
Cash at bank in hand		<u>111,226</u>	<u>50,911</u>
		121,533	155,143
CREDITORS: amounts falling due within one year	8	<u>102,877</u>	<u>150,478</u>
NET CURRENT ASSETS/(LIABILITIES)		<u>18,656</u>	<u>4,665</u>
TOTAL ASSETS		<u>21,694</u>	<u>8,051</u>
RESERVES			
General Fund	9	<u>21,694</u>	<u>8,051</u>

The directors confirm that in their opinion:

- a) for the year ended 31 March 2003 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 2003;
- 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



Date

13.8.3

NOTES TO THE ACCOUNTS

at 31 March 2003

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

	2003	2002
		£
Bristol Chamber of Commerce and Initiative	35,000	43,750
Bristol City Council	31,900	31,100
South West Arts	50,000	36,500
Arts & Business	-	9,500
	<u>116,900</u>	<u>120,850</u>

4 EMPLOYEE INFORMATION

	2003	2002
	No	No
The average monthly number of persons employed by the company during the year was	<u>2</u>	<u>3</u>

	2003	2002
	£	£
Staff costs: Wages and salaries	80,327	93,195
Social security costs	8,704	9,524
Pension	4,976	6,813
	<u>94,007</u>	<u>109,532</u>

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

NOTES TO THE ACCOUNTS

at 31 March 2003

5 TAXATION

	2003 £	2002 £
Corporation Tax @ 10%	-	117

6 FIXED ASSETS

	Cost £	Depreciation £	Net book Value £	2003 £	2002 £
At 1 st April 2002	8,343	4,957	3,386	3,386	4,425
Additions in year	1,654	2,002	(348)	(348)	(1,039)
At 31 st March 2003	9,997	6,959	3,038	3,038	3,386

7 DEBTORS

	2003 £	2002 £
2008 City of Culture Bid	10,000	96,350
Conferences	-	1,195
Other	307	6,687
	10,307	104,232

8 CREDITORS : amounts falling due within one year

	2003 £	2002 £
Corporation tax	-	117
Bristol Chamber of Commerce and Initiative	16,416	33,127
Other taxes and social security	-	-
Accruals and deferred income	86,461	117,234
	102,877	150,478

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

	General Fund	
	2003 £	2002 £
At 1 April 2002	8,051	4,162
Surplus for the year	13,643	3,889
At 31 March 2003	21,694	8,051

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 2003 £
Bristol Chamber of Commerce, Industry and Shipping	J Savage L Sherwood	Donation	35,000	(16,416)
South West Arts	N Capaldi	Grant 2008 support	50,000 14,000	
Bristol City Council	H Holland	Donation 2008 support	31,900 100,000	(4,063)