

The Bristol Cultural Development Partnership

(a company limited by guarantee)

Report and Accounts

31 March 2004

Company registration number : 2775034



DIRECTORS

N Capaldi
C Collier
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 2004

The directors present their report together with the financial statements for the year ended 31 March 2004.

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 2003 and early 2004. The key task in the period under review was implementing Bristol's bid for 2008 European Capital of Culture. Although the city was not successful in its bid, BCDP has made the commitment to deliver as much as possible. As part of this, BCDP developed the programme Creative Bristol. It also launched the second Great Reading Adventure on The Day of the Triffids. The period under review also saw the fourth 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. BCDP continued to provide specific advice to a range of arts and media organisations. Work continued also on Bristol Legible City.

We would like to thank Arts & Business for their support for BCDP's work in developing projects in Bristol involving arts and business.

DIRECTORS

The directors of the company during the year ended 31 March 2004 were as follows:

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

DIRECTORS' REPORT
for the year ended 31 March 2004

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:

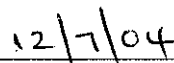
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts 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 2004

	Notes	2004 £	2003 £
INCOME			
Grants and donations	3	137,950	116,900
Consultancy		30,500	17,500
Conferences		24,499	15,422
2008 City of Culture Bid		36,000	159,696
Great Reading Adventure 2004		31,748	-
Interest receivable		999	692
Other		950	1,171
		<u>262,646</u>	<u>311,381</u>
 EXPENDITURE			
Staff costs	4	71,889	94,007
Consultancy		47,000	-
Conferences		10,312	15,592
2008 City of Culture Bid		16,598	162,187
Great Reading Adventure 2004		60,095	-
Other		60,838	25,952
		<u>266,732</u>	<u>297,738</u>
 SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE BEFORE TAXATION		(4,086)	13,643
Taxation	5	-	-
SURPLUS/(DEFICIT) OF INCOME OVER EXPENDITURE AFTER TAXATION	9	<u>(4,086)</u>	<u>13,643</u>

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

for the year ended 31 March 2004

The company has no recognised gains or losses other than the deficit attributable to the members of the company of £4,086 for the year ended 31 March 2004, and the surplus of £13,643 for the year ended 31 March 2003. There have been no discontinued activities or acquisitions in the current or preceding year.

BALANCE SHEET
at 31 March 2004

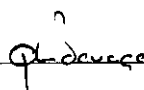
	<i>Notes</i>	<i>2004</i> £	<i>2003</i> £
FIXED ASSETS	6	1,169	3,038
CURRENT ASSETS			
Debtors	7	28,128	10,307
Cash at bank in hand		<u>6,897</u>	<u>111,226</u>
		35,025	121,533
CREDITORS: amounts falling due within one year	8	<u>18,586</u>	<u>102,877</u>
NET CURRENT ASSETS		<u>16,439</u>	<u>18,656</u>
TOTAL ASSETS		<u>17,608</u>	<u>21,694</u>
RESERVES			
General Fund	9	<u>17,608</u>	<u>21,694</u>

The directors confirm that in their opinion:

- a) for the year ended 31 March 2004 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 2004;
- 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

12.7.4.

NOTES TO THE ACCOUNTS
at 31 March 2004

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

	2004	2003
	£	£
Business West	38,450	35,000
Bristol City Council	32,500	31,900
Arts Council England – South West	35,000	50,000
The Bristol Initiative Charitable Trust (1996)	13,500	-
Clerical Medical	10,500	-
Arts & Business	8,000	-
	<u>137,950</u>	<u>116,900</u>

4 EMPLOYEE INFORMATION

	2004	2003
	No	No
The average monthly number of persons employed by the company during the year was	<u>1</u>	<u>2</u>
	2004	2003
	£	£
Staff costs: Wages and salaries	60,000	80,327
Social security costs	7,089	8,704
Pension	4,800	4,976
	<u>71,889</u>	<u>94,007</u>

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

NOTES TO THE ACCOUNTS at 31 March 2004

5 TAXATION

	2004 £	2003 £
Corporation Tax @ 19%	-	-

6 FIXED ASSETS

	Cost £	Depreciation £	Net book value £	2004 £	2003 £
At 1 April 2003	9,997	6,959	3,038	3,038	3,386
Additions in year	-	1,869	(1,869)	(1,869)	(348)
Disposals	(3,210)	(3,210)	-	-	-
At 31 st March 2004	6,787	5,618	1,169	1,169	3,038

7 DEBTORS

	2004 £	2003 £
Business West	6,000	-
Arts Council England – South West	14,000	-
2008 City of Culture Bid	-	10,000
VAT	6,880	-
Other	1,248	307
	28,128	10,307

8 CREDITORS : amounts falling due within one year

	2004 £	2003 £
Business West	10,567	16,416
Accruals and deferred income	8,019	86,461
	18,586	102,877

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

	General Fund	
	2004 £	2003 £
At 1 April 2003	21,694	8,051
Surplus/(deficit) for the year	(4,086)	13,643
At 31 March 2004	17,608	21,694

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:

<i>Organisation</i>	<i>Director's name</i>	<i>Transaction type</i>	<i>Income during the year £</i>	<i>Debtor/ (creditor) at 31 March 2004 £</i>
Business West	J Savage L Sherwood	Donation	38,450	(10,567)
Arts Council England – South West	N Capaldi	Grant GRA support	35,000 14,000	14,000
Bristol City Council	H Holland	Donation	32,500	-