

REPORT OF THE DIRECTORS AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2003  
FOR  
YORKSHIRE & HUMBERSIDE  
BUSINESS IN THE ARTS  
( A COMPANY LIMITED BY GUARANTEE )



**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

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**for the Year Ended 31 March 2003**

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**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**COMPANY INFORMATION**  
**for the Year Ended 31 March 2003**

**DIRECTORS & TRUSTEES:** R S Drake  
J M Howard  
J Fenwick  
M C Simpson  
J Kidd - Resigned 30/09/2003

**SECRETARY:** R S Drake

**REGISTERED OFFICE:** c/o Arts and Business Yorkshire  
Dean Clough  
Halifax  
West Yorkshire  
HX3 5AX

**COMPANY NUMBER:** 2906919 (England and Wales)

**ACCOUNTANTS:** Broadhead Cawley Partnership  
Chartered Accountants &  
Chartered Tax Advisers  
10 Market Place  
Batley  
WEST YORKSHIRE  
WF17 5DA

**BANKERS:** H S B C Bank Plc  
1 Hick Lane  
Batley  
West Yorkshire  
WF17 5SN

**SOLICITORS:** Cobbetts  
Trafalgar House  
29 Park Place  
Leeds  
West Yorkshire  
LS1 2SP

**CHARITY NUMBER:** 1052234

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**REPORT OF THE DIRECTORS**  
**for the Year Ended 31 March 2003**

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

**PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was that of the promotion and advancement of education in relation to the arts with a view to developing public taste and appreciation of the arts. The company's subsidiary, Arts and Business Yorkshire Limited, has similar aims.

**REVIEW OF BUSINESS**

The results for the year and financial position of the company are as shown in the annexed financial statements.

**DIRECTORS**

The directors during the year under review were:

R S Drake  
J M Howard  
J Fenwick  
M C Simpson  
J Kidd

**CONSTITUTION**

Yorkshire and Humberside Business in the Arts does not have any share capital being a company limited by guarantee. In the event of dissolution each member is liable to contribute an amount not exceeding £1.

Yorkshire and Humberside Business in the Arts is also registered as a charity. The registered charity number is 1052234.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**



.....  
R S Drake - DIRECTOR

Dated: 29 January 2004

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**  
**for the Year Ended 31 March 2003**

Notes	<u>31.3.03</u>	<u>31.3.02</u>
	£	£
<b>INCOMING RESOURCES</b>		
Interest Receivable	268	145
Gift aid donation from group company	8,745	9,174
	<hr/>	<hr/>
<b>TOTAL INCOMING RESOURCES</b>	9,013	9,319
Less costs of generating funds:	-	-
	<hr/>	<hr/>
<b>NET INCOMING RESOURCES AVAILABLE FOR CHARITABLE APPLICATION</b>	9,013	9,319
	<hr/>	<hr/>
<b>Charitable expenditure</b>		
Costs of achieving the objects of the charity	-	-
Managing and administering the charity	937	821
	<hr/>	<hr/>
<b>Total charitable expenditure</b>	937	821
	<hr/>	<hr/>
<b>Total resources expended</b>	937	821
	<hr/>	<hr/>
<b>MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR    3</b>	8,076	8,498
Total unrestricted funds brought forward	27,336	18,838
	<hr/>	<hr/>
<b>TOTAL UNRESTRICTED FUNDS CARRIED FORWARD</b>	<u>£35,412</u>	<u>£27,336</u>

**CONTINUING OPERATIONS**

All of the company's commercial activities were transferred to its wholly owned subsidiary, Arts and Business Yorkshire Limited on 1 January 2001. (see note 6 ).

**TOTAL RECOGNISED GAINS AND LOSSES**

The company has no recognised gains or losses other than the surplus for the current year and the surplus for the previous year. There was no movement in either year on the restricted funds.

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**BALANCE SHEET**  
**31 March 2003**

		<u>31.3.03</u>		<u>31.3.02</u>	
	Notes	£	£	£	£
<b>FIXED ASSETS:</b>					
Tangible assets	5		5		442
Investments	6		<u>1</u>		<u>1</u>
			6		443
<b>CURRENT ASSETS:</b>					
Debtors	7	20,177		20,606	
Cash at bank		<u>18,657</u>		<u>9,215</u>	
		38,834		29,821	
<b>CREDITORS:</b> Amounts falling due within one year	8	<u>900</u>		<u>400</u>	
<b>NET CURRENT ASSETS:</b>			<u>37,934</u>		<u>29,421</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES:</b>			<u>£37,940</u>		<u>£29,864</u>
<b>RESERVES:</b>					
Restricted Funds	9		2,528		2,528
Unrestricted Funds			<u>35,412</u>		<u>27,336</u>
	10		<u>£37,940</u>		<u>£29,864</u>

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 March 2003.

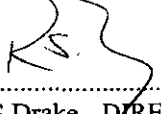
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2003 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**ON BEHALF OF THE BOARD:**

  
R S Drake - DIRECTOR

Approved by the Board on 29 January 2004

The notes form part of these financial statements

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31 March 2003**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting by Charities" and the Financial Reporting Standard for Smaller Entities (effective March 2000).

**Company Status**

Yorkshire and Humberside Business in the Arts is a company limited by guarantee. The liability in respect of the guarantee, as set out in the memorandum, is limited to £1 per member. The company has availed itself of the provisions 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.

**Financial Reporting Standard Number 1**

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

**Incoming resources**

All incoming resources during the year have been recognised in the statement of financial activities as they are earned and when realised in the form of cash or other assets, the ultimate cash realisation of which can be assessed with reasonable certainty.

Grants have been included in accordance with the conditions of the grant and are credited to income in the year to which they relate.

Income from commercial activities is included in the period in which the company is entitled to receipt.

All incoming resources relate to unrestricted funds.

Gift aid donations received by the charity from group companies would be eliminated upon consolidation, and therefore would not form part of the consolidated gross income figure.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment	- 20% on cost and 15% on cost
------------------	----------------------------------

**Deferred taxation**

Provision is made at current rates for taxation deferred in respect of all material timing differences except to the extent that, in the opinion of the directors, there is reasonable probability that the liability will not arise in the foreseeable future.

**Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis inclusive of any VAT which cannot be recovered.

Direct charitable expenses are separately allocated and comprise all expenditure directly relating to the objects of the charity including the direct costs of supporting charitable activities and projects. Certain other costs, which are attributable to more than one activity are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on these activities.

**Taxation**

Yorkshire and Humberside Business in the Arts claims an exemption due to its charitable status.

**Group Accounts**

The company has claimed exemption under S.248 of the Companies Act 1985 from the requirement to prepare group accounts on the basis that it heads a small group.

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31 March 2003**

**Fund accounting**

Funds held by the charity are either:

- **Unrestricted general funds** – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.
- **Designated funds** – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes.
- **Restricted funds** – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**2. STAFF COSTS**

	31.3.03	31.3.02
	£	£
Wages and salaries	-	-
Social security costs	-	-
	<u>-</u>	<u>-</u>

The average monthly number of employees during the year was as follows:

	31.3.03	31.3.02
Administration	-	-
Non-executive directors	-	-
	<u>-</u>	<u>-</u>

**3. MOVEMENT IN TOTAL FUNDS FOR THE YEAR**

The surplus for the year is stated after charging:

	31.3.03	31.3.02
	£	£
Depreciation - owned assets	<u>437</u>	<u>439</u>
Directors' emoluments	<u>-</u>	<u>-</u>

**4. TAXATION**

**Analysis of the tax charge**

No liability to UK corporation tax arose on ordinary activities for the year ended 31 March 2003 nor for the year ended 31 March 2002.

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31 March 2003**

**5. TANGIBLE FIXED ASSETS**

	<u>Office equipment</u>
	£
<b>COST:</b>	
At 1 April 2002	
and 31 March 2003	<u>9,281</u>
<b>DEPRECIATION:</b>	
At 1 April 2002	8,839
Charge for year	<u>437</u>
At 31 March 2003	<u>9,276</u>
<b>NET BOOK VALUE:</b>	
At 31 March 2003	<u>5</u>
At 31 March 2002	<u>442</u>

**6. FIXED ASSET INVESTMENTS**

	£
<b>COST:</b>	
At 1 April 2002	
and 31 March 2003	<u>1</u>
<b>NET BOOK VALUE:</b>	
At 31 March 2003	<u>1</u>
At 31 March 2002	<u>1</u>
	31.3.03      31.3.02
	£              £
Unlisted investments	<u>1</u> <u>1</u>

The company's investments at the balance sheet date in the share capital of unlisted companies include the following:

**Arts and Business Yorkshire Limited**  
Nature of business: Education and the Arts

	%
Class of shares:	holding
Ordinary Shares of £1 each	100.00

	31.3.03	31.3.02
	£	£
Aggregate capital and reserves	12,912	457
Profit for the year – paid to this company under Gift Aid	8,745	9,174
Profit for the year -- retained	<u>12,455</u>	<u>456</u>

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the Year Ended 31 March 2002**

**7. DEBTORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	31.3.03 £	31.3.02 £
Due from group company	<u>20,177</u>	<u>20,606</u>
	<u>20,177</u>	<u>20,606</u>

**8. CREDITORS: AMOUNTS FALLING  
DUE WITHIN ONE YEAR**

	31.3.03 £	31.3.02 £
Accruals and deferred income	<u>900</u>	<u>400</u>

**9. RESTRICTED FUNDS**

	31.3.03 £	31.3.02 £
Brought forward	<u>2,528</u>	<u>2,528</u>

Restricted funds represent a capital reserve which arose on 1 April 1994 when the company acquired certain assets and liabilities from its predecessor unincorporated association for nil consideration.

**10. UNRESTRICTED FUNDS**

	31.3.03 £	31.3.02 £
Movement in total funds for the year	8,076	8,498
Balance at 1 April 2002	<u>27,336</u>	<u>18,838</u>
<b>Balance at 31 March 2003</b>	<u><b>35,412</b></u>	<u><b>27,336</b></u>

**11. RELATED PARTIES**

The company is under the control of the directors and trustees.

**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

**INDEPENDENT EXAMINERS REPORT TO THE DIRECTORS OF**  
**YORKSHIRE & HUMBERSIDE**  
**BUSINESS IN THE ARTS**

I report on the accounts of the company for the year ended 31 March 2003, which are set out on pages 3 to 8.

**Respective responsibilities of trustees and examiner.**

As the charity's trustees, you are responsible for the preparation of the accounts; you consider that the audit requirements of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

**Basis of the independent examiner's report.**

My examination was carried out in accordance with General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

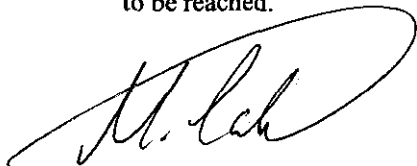
**Independent examiner's report.**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 41 of the Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the act.

Have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



M Cawley BA ACA  
Member: Institute of Chartered Accountants in England & Wales

10 Market Place  
Batley  
WEST YORKSHIRE  
WF17 5DA

Dated: 29 January 2004