

REGISTRARS COPY

3024636



Christchurch Citizens Advice Bureau

Financial Statements

For the period 21 FEBRUARY 1995
to 28 FEBRUARY 1996



Christchurch Citizens Advice Bureau

Company Information

Directors	I. Fretten P. J. Watson-Lee
Secretary	D. T. Avison
Company Number	03024636
Registered Charity Number	1046472
Registered Office	59, Station Road, New Milton, Hants. BH25 6JB
Auditors	Willis Parsons, 59 Station Road, New Milton, Hants. BH25 6JB

Christchurch Citizens Advice Bureau

FINANCIAL STATEMENTS

FOR THE PERIOD 21 FEBRUARY 1995 TO 28 FEBRUARY 1996

INDEX

1. Report of the Directors
2. Auditor's Report
3. Income and Expenditure Account
4. Balance Sheet
- 5.- 6. Notes to the Financial Statements

Christchurch Citizens Advice Bureau

REPORT OF THE DIRECTORS

For the period 21 February 1995 to 28 February 1996

The Directors present their Report and the audited Accounts for the period ended 28 February 1996.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of its profit or loss for that period. In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements 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 financial statements comply with the Companies Act 1985. They are also responsible for the safeguarding of the assets of the Company and hence for taking reasonable steps for the prevention of fraud and other irregularities.

PRINCIPAL ACTIVITIES AND REVIEW OF BUSINESS DEVELOPMENTS

The principal activity of the Company is that of providing advice to the public and is a registered Charity. The Company commenced trading on 1 August 1995, accordingly although these accounts cover a period on slightly over a year, they reflect a trading period of seven months only and are not therefore, typical of a full years trading.

DIRECTORS

The Directors who have served during the period are :-

I. Fretten
P. J. Watson-Lee

Other committee members who have served during the period are :-

D. Avison - Company secretary	C. Roach
J. Strawson-Payne	R. Hicks
L. Tetlow	A. Havelock
S. Gill	

AUDITORS

The auditors, Willis Parsons, will be proposed for re-appointment in accordance with section 385 of the Companies Act 1985.

This Report has been prepared taking advantage of the special exemptions conferred by Part II of Schedule 8 of the Companies Act 1985, on the grounds that in the opinion of the Directors the Company is entitled to these exemptions as a small company.

This report was approved by the board on 19th June 1996

Signed on behalf of the board of directors.

.....
Company Secretary
D. T. Avison

Christchurch Citizens Advice Bureau

AUDITOR'S REPORT .

For the period 21 February 1995 to 28 February 1996

AUDITOR'S REPORT TO THE MEMBERS OF:

Christchurch Citizens Advice Bureau

We have audited the financial statements on pages 3 to 6 which have been prepared under the historical cost convention and the accounting policies set out on page 5.

Respective responsibilities of Directors and Auditors

As described on page 1 the Company's Directors are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and report our opinion to you.

Basis of opinion

We conducted our audit in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act and with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also included an assessment of the significant estimates and judgements made by the Directors in the preparation of the financial statements, and whether the accounting policies are appropriate to the Company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we have also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 28 February 1996 and of its net incoming resources for the period then ended and have been properly prepared in accordance with regulation 3 of the Charities Act 1993 and with the Companies Act 1985 applicable to small companies.

National Westminster Bank Chambers
59 Station Road
New Milton
Hants
BH25 6JB

Willis Parsons

Willis Parsons
Chartered Accountants
& Registered Auditor

Date.....27.6.96.....

Christchurch Citizens Advice Bureau

INCOME AND EXPENDITURE ACCOUNT

For the period 21 February 1995 to 28 February 1996

	Note	1996 £
INCOMING RESOURCES		
Grants		23,667
Training Income		490
Donations		767
Transfer of Business		12,179
Bank Interest Receivable		213
		<hr/>
Total Incoming Resources	2	37,316
Total Resources Used	3	(25,825)
		<hr/>
NET INCOMING RESOURCES		11,491
Fund Balances Brought Forward		-
		<hr/>
FUND BALANCE AT 28 FEBRUARY 1996		11,491
		=====

There were no recognised gains or losses for 1996 other than those included in the Income and Expenditure Account.

Christchurch Citizens Advice Bureau

BALANCE SHEET

As at 28 FEBRUARY 1996

		1996	
	Note	£	£
FIXED ASSETS			
Tangible Assets	4		4,541
CURRENT ASSETS			
Debtors	5	541	
Cash at Bank and in Hand		9,623	
		<u>10,164</u>	
CREDITORS - Amounts falling due within one year			
Creditors	6	3,214	
		<u>3,214</u>	
NET CURRENT ASSETS			<u>6,950</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>11,491</u>
			=====
FUNDS			
Fund Balance			<u>11,491</u>
GENERAL FUNDS			<u>11,491</u>
			=====

The Directors have taken advantage of the special exemptions conferred by Part I of Schedule 8 of the Companies Act 1985 and have done so on the grounds that in their opinion the Company is entitled to these exemptions as a small company.

ON BEHALF OF THE BOARD

.....
I. Fretten DIRECTOR

Date 19th June 1996

The annexed notes form part of these Financial Statements.

Christchurch Citizens Advice Bureau

NOTES TO THE FINANCIAL STATEMENTS

For the period 21 February 1995 to 28 February 1996

1. ACCOUNTING POLICIES

(a) ACCOUNTING CONVENTION

The accounts are prepared under the historical cost convention.

(b) DEPRECIATION OF TANGIBLE FIXED ASSETS

The cost or valuation of Tangible Fixed Assets is written off over their expected useful lives as follows:

Furniture and Equipment over 4 to 10 years

(c) TAXATION

The Company, being a registered charity, is not liable to taxation.

2. TOTAL INCOMING RESOURCES

Total incoming resources include an amount in respect of the transfer to the Company, at valuation, of some of the assets of the unincorporated charity, Christchurch Citizens Advice Bureau, on 1 August 1995.

3. TOTAL RESOURCES USED

	1996 £
Wages and Salaries	19,802
Motor Expenses	1,356
Training Expenses	1,277
Training Materials	258
Repairs and Renewals	45
Insurance	52
Printing and Stationery	1,147
Postage	348
Staff Adverts	103
NACAB Subscriptions	16
Sundry Expenses	205
Bank Charges	26
Accountancy	176
Equipment Depreciation	1,014
	<hr/>
	25,825
	=====

Christchurch Citizens Advice Bureau

NOTES TO THE FINANCIAL STATEMENTS

For the period 21 February 1995 to 28 February 1996

4. TANGIBLE FIXED ASSETS

Cost or Valuation	Plant and Equipment £	Total £
Additions	5,555	5,555
	<hr/>	<hr/>
At 28 February 1996	5,555	5,555
	=====	=====
Depreciation		
Charge for the year	1,014	1,014
	<hr/>	<hr/>
At 28 February 1996	1,014	1,014
	=====	=====
Net Book Amounts		
At 28 February 1996	4,541	4,541
	=====	=====

The Directors consider the value of the Fixed Assets to be at least that shown above.

5. DEBTORS

	1996 £
Other Debtors	541
	<hr/>
	541
	=====

6. CREDITORS - Amounts falling due within one year

	1996 £
Social Security and PAYE	36
Other Creditors	3,178
	<hr/>
	3,214
	=====

7. SHARE CAPITAL

The Company is Limited by Guarantee.