

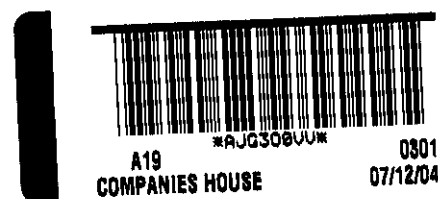
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# Clarendon Trust Limited

## Financial Statements

31 December 2003

*church of*  
**Christ**  
*the* **King**



# **CLARENDON TRUST LIMITED**

## **Financial Statements - 31 December 2003**

### **CONTENTS**

	Page
General Information	1
Trustees' Report	2-4
Independent Auditors' Report	5
Consolidated Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8-18

# **CLARENDON TRUST LIMITED**

## **General Information**

**TRUSTEES:** P V Bedford (resigned 23 May 2004)  
K H Brooks  
P D Brooks  
P L J Jarvis  
N Jones  
C J Karley  
S Radley  
N D Ring

**REGISTERED OFFICE:** 21/23 Clarendon Villas  
Hove  
East Sussex  
BN3 3RE

**SECRETARY:** K Rose

**CHURCH MEETING PLACE:** Church of Christ the King  
The Clarendon Centre  
New England Street  
Brighton  
BN1 4GT

**BANKERS:** National Westminster Bank plc  
103 Church Road  
Hove  
East Sussex  
BN3 2BF

**REGISTERED AUDITORS:** Mazars LLP  
37 Frederick Place  
Brighton  
BN1 4EA

**SOLICITORS:** Charles Russell  
8 - 10 New Fetter Lane  
London  
EC4A 1RS

**REGISTERED CHARITY NUMBER:** 1069942

**REGISTERED COMPANY NUMBER:** 3546759

## **CLARENDON TRUST LIMITED**

### **Trustees' Annual Report**

The trustees present their report and the financial statements for the year ended 31 December 2003.

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

Charity law requires the trustees, who are also directors for Companies Act purposes, to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the group and the charitable company and of the net incoming or outgoing resources of the group for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- comply with applicable United Kingdom accounting standards subject to any material departures disclosed and explained in the financial statements, and state whether the financial statements have been prepared in accordance with statements of recommended practice; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 1985 and the Charities Act 1993 and regulations thereunder. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **LEGAL CONSTITUTION**

The company was incorporated on 16 April 1998, and was registered as a charity, registered number 1069942, on 5 June 1998. It is governed by its Memorandum and Articles of Association.

The company is limited by guarantee and has no share capital. The charity is also known as Church of Christ the King.

### **OBJECTIVES**

The main objectives of the charitable company are to advance the Christian faith, to provide assistance for aged persons and those in conditions of need, hardship or distress, and to make gifts, donations or loans to any charitable religious institution. These objectives have not changed during the year.

### **REVIEW OF ACTIVITIES**

The accounts on pages 6 to 18 comply with statutory requirements of the Memorandum and Articles of Association.

The Consolidated Statement of Financial Activities on page 6 shows total net outgoing resources of £13,422 (2002 – incoming resources of £66,839). The charitable company has continued to fund, out of the general fund, a variety of projects and activities, which are in line with its stated objectives. The level of activity for the year was satisfactory. There was a balance of £286,957 (2002 - £222,143) on the unrestricted funds at the year end.

## **CLARENDON TRUST LIMITED**

### **Trustees' Report (continued)**

#### **REVIEW OF ACTIVITIES (continued)**

The principal restricted fund operated by the charity is the building fund. This has been used to fund the purchase and construction of the Clarendon Centre.

*The main asset of the charitable company is the freehold property known as the Clarendon Centre, which is used as a church meeting place. Additionally last year a property was purchased for the purpose of establishing a Supported Housing Unit. From 1 January 2003 the activities of the Supported Housing Unit were transferred to Friends First, a company limited by guarantee and registered as a charity, established for this purpose. Clarendon Trust Limited is the sole corporate trustee of this charitable company. The results of Friends First, as a subsidiary, are consolidated in to these financial statements.*

The charitable company is dependent upon the continued receipt of donated income. At the year end its financial position was satisfactory.

The charitable company receives a certain amount of voluntary help. It is not possible to quantify the value of this.

#### **TRUSTEES**

The trustees set out below have held office during the whole of the period from 1 January 2003 to the date of this report, unless otherwise stated:

P V Bedford (resigned 23 May 2004)	N Jones
K H Brooks	C J Karley
P D Brooks	S Radley
J Hosier (appointed 25 November 2003)	N D Ring
P L J Jarvis	

None of the trustees/directors held any beneficial interest in the charitable company.

#### **RISK MANAGEMENT**

The trustees have recognised the importance of assessing and managing risk associated with the charity's objectives. The process of identifying risk is ongoing and has been an essential part of the management of the charity for some years. The trustees are currently introducing systems to ensure identification, management and documentation of the foreseeable risk.

#### **RESERVES POLICY**

The trustees have formulated a reserves policy in line with Charity Commission guidance. This is linked to the trust's strategic plan. It is the trustees' intention to maintain free reserves sufficient to enable the trust to meet its recurring expenditure for the foreseeable future. The status of restricted and designated funds, and the finalisation of capital expenditure plans have been reviewed and consequently the free reserves are more clearly identifiable.

# **CLARENDON TRUST LIMITED**

## **Trustees' Report (continued)**

### **AUDITORS**

On 31 August 2004 Mazars LLP succeeded Mazars as auditors to the charitable company.

The company is limited by guarantee and does not have a share capital. The liability of the members is £10 each in the event of the company being wound up.

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

Approved by the trustees on 12 October 2004 and signed on their behalf by



K Rose  
Secretary

21/23 Clarendon Villas  
Hove  
East Sussex  
BN3 3RE

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF CLARENDON TRUST LIMITED**

We have audited the financial statements of Clarendon Trust Limited for the year ended 31 December 2003 which comprise a Consolidated Statement of Financial Activities, Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As described in the Statement of Trustees' Responsibilities the charity's trustees, who are also directors for the purposes of company law, are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Report is not consistent with the financial statements, if the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by company law regarding directors' remuneration and transactions with the charitable company are not disclosed.

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatement within it.

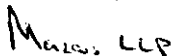
### **Basis of audit opinion**

We conducted our audit in accordance with United Kingdom 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 includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable 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 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 group's and charitable company's affairs at 31 December 2003 and of the group's incoming resources and resources expended for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**Mazars LLP**

Chartered Accountants and Registered Auditors  
37 Frederick Place  
Brighton BN1 4EA

30 November 2004

# CLARENDON TRUST LIMITED

## Consolidated Statement of Financial Activities For the Year Ended 31 December 2003

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2003 £	Total funds 2002 £
<b>INCOME AND EXPENDITURE</b>					
<b>Incoming resources</b>					
<b>Donations and gifts</b>	2	1,488,581	67,691	1,556,272	1,554,852
<b>Activities in furtherance of the charity's objects</b>					
Accumulation fund income		-	-	-	21,767
Local Authority funding		171,529	-	171,529	-
Residents' contributions		3,008	-	3,008	-
Other income	3	511	2,653	3,164	4,842
<b>Activities for generating funds</b>					
Hire of hall and conferences		34,490	-	34,490	54,543
Jubilee Books and Music sales		126,405	-	126,405	132,423
<b>Investment income</b>		2,738	379	3,117	1,940
<b>Total incoming resources</b>		<u>1,827,262</u>	<u>70,723</u>	<u>1,897,985</u>	<u>1,770,367</u>
<b>Resources expended</b>					
<b>Cost of generating funds</b>					
Conference costs		22,694	15,685	38,379	15,330
Jubilee Books and Music costs		132,454	-	132,454	125,128
Fundraising and publicity		8,588	-	8,588	678
<b>Charitable expenditure</b>					
<b>Costs of activities in furtherance of the charity's objects</b>					
Pastoral costs		738,168	7,794	745,962	892,190
Project 2000 costs		42,468	-	42,468	128,460
Mission support costs		238,623	-	238,623	67,502
Supported Housing Unit		114,878	19,699	134,577	73,722
<b>Support costs</b>		384,108	479	384,587	286,586
<b>Management and administration</b>	4	80,467	105,302	185,769	113,932
<b>Total resources expended</b>	5	<u>1,762,448</u>	<u>148,959</u>	<u>1,911,407</u>	<u>1,703,528</u>
<b>Net movement in funds</b>		64,814	(78,236)	(13,422)	66,839
<b>Fund balances brought forward at 1 January 2003</b>					
		<u>222,143</u>	<u>2,458,035</u>	<u>2,680,178</u>	<u>2,613,339</u>
<b>Fund balances carried forward at 31 December 2003</b>	15	<u><u>£286,957</u></u>	<u><u>£2,379,799</u></u>	<u><u>£2,666,756</u></u>	<u><u>£2,680,178</u></u>

The net outgoing resources reflect the results of continuing activities for the year. There were no recognised gains or losses for the year other than those shown on the Consolidated Statement of Financial Activities. The net outgoing resources have been calculated on the historical cost basis.



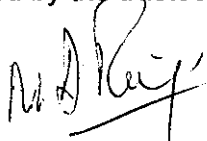
# CLARENDON TRUST LIMITED

## Balance Sheet at 31 December 2003

	Notes	2003 Group £	2002 Group £	2003 Charity £	2002 Charity £
<b>FIXED ASSETS</b>					
Tangible assets	8	2,852,319	2,914,045	2,852,319	2,914,045
<b>CURRENT ASSETS</b>					
Stock	9	21,314	21,472	21,314	21,472
Debtors	10	75,692	23,000	84,418	23,000
Cash at bank and in hand		317,569	244,400	256,985	244,400
		<u>414,575</u>	<u>288,872</u>	<u>362,717</u>	<u>288,872</u>
<b>CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	11	(201,392)	(169,739)	(186,772)	(169,739)
<b>NET CURRENT ASSETS</b>		<u>213,183</u>	<u>119,133</u>	<u>175,945</u>	<u>119,133</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		3,065,502	3,033,178	3,028,264	3,033,178
<b>CREDITORS - AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR</b>	12	(398,746)	(353,000)	(398,746)	(353,000)
<b>NET ASSETS</b>		<u>£2,666,756</u>	<u>£2,680,178</u>	<u>£2,629,518</u>	<u>£2,680,178</u>
<b>FUNDS</b>					
<b>Unrestricted funds</b>					
General funds	13	175,021	59,478	139,877	59,478
Designated funds	13	111,936	162,665	111,892	162,665
<b>Restricted funds</b>	14	<u>2,379,799</u>	<u>2,458,035</u>	<u>2,377,749</u>	<u>2,458,035</u>
<b>TOTAL FUNDS</b>	15	<u>£2,666,756</u>	<u>£2,680,178</u>	<u>£2,629,518</u>	<u>£2,680,178</u>

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

Approved by the trustees on 12 October 2004 and signed on their behalf by

  
 N D Ring - Trustee

# **CLARENDON TRUST LIMITED**

## **Notes to the Financial Statements For the Year Ended 31 December 2003**

### **1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities'.

#### **(a) Accounting convention and basis of preparation**

The financial statements are prepared under the historical cost convention.

Consolidated accounts have been prepared which include the Clarendon Trust Limited and Friends First. A separate Statement of Financial Activities, or Income and Expenditure Account, has not been presented for the charitable company itself as it has taken advantage of the exemptions afforded by paragraph 304 of the SORP 2000. As a small group, Clarendon Trust Limited is taking advantage of the exemptions available in Financial Reporting Standard (FRS) 1 not to include a cash flow statement or information about its cash flows in these financial statements.

#### **(b) Donations**

Donations received are recognised in the statement of financial activities when received together with any related tax credits.

#### **(c) Jubilee Books and Music sales**

Turnover from the Jubilee Books and Music shop is recognised on an invoice basis although most income is received from cash sales recognised at time of sale.

#### **(d) Allocation of expenditure**

In general, expenditure is allocated between cost of generating funds, charitable expenditure, support costs and the cost of management and administration of the charitable company on an invoice basis. Staff costs are apportioned on the basis of actual time spent.

#### **(e) Fixed assets and depreciation**

Capital expenditure is capitalised and shown at cost as fixed assets in the balance sheet.

Freehold buildings are depreciated to write down the cost less estimated residual value over their remaining useful life by equal annual instalments. No depreciation is charged on freehold land.

Depreciation is calculated to write off the cost less estimated residual value of other fixed assets on a written down basis over their estimated useful lives.

#### **(f) Voluntary assistance**

A certain amount of time is expended on the charitable company's activities which is donated free of charge. It is not possible to quantify the value of the time given, and accordingly it is neither recorded as donated income nor as an expense in the financial statements.

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 1 ACCOUNTING POLICIES (continued)

#### (g) Stock

Stock is stated at the lower of cost and net realisable value. Cost is calculated using the first-in-first-out method and consists of the direct cost of books, compact discs and tapes.

#### (h) Taxation

All of the charitable company's activities and income are exempt from direct taxation.

#### (i) Pensions

The charitable company contributes to defined contribution pension schemes. The charge to the Consolidated Statement of Financial Activities for 2003 was £75,157 (2002 - £62,739).

#### (j) Fund accounting

An explanation of the nature and purpose of each fund is included in the notes to the financial statements. 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 or projects.

*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 DONATIONS AND GIFTS

	2003 £	2002 £
Donations	1,150,948	1,246,550
Grant from New Frontiers International Trust Ltd	397,992	279,187
Other funding	7,332	29,115
	<u>£1,556,272</u>	<u>£1,554,852</u>

### 3 OTHER INCOME

	Unrestricted funds £	Restricted funds £	Total 2003 £	Total 2002 £
Alternatives	-	-	-	364
Supported Housing Unit	-	603	603	2,797
Other income	511	2,050	2,561	1,681
	<u>£511</u>	<u>£2,653</u>	<u>£3,164</u>	<u>£4,842</u>

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 4 MANAGEMENT AND ADMINISTRATION OF THE TRUST

	Unrestricted funds £	Restricted funds £	Total 2003 £	Total 2002 £
Depreciation and office costs	24,770	76,938	101,708	67,866
Staff costs	24,181	-	24,181	1,611
Legal and professional fees	7,049	2,875	9,924	2,215
Audit fee	9,569	-	9,569	6,003
Bank interest and charges	9,737	19,805	29,542	6,847
Sundries	5,161	5,684	10,845	29,390
	<u>£80,467</u>	<u>£105,302</u>	<u>£185,769</u>	<u>£113,932</u>

### 5 TOTAL RESOURCES EXPENDED

	Depreciation £	Staff costs £	Other costs £	Total 2003 £	Total 2002 £
Conference costs	-	-	38,379	38,379	15,330
Jubilee Books and Music	846	30,841	100,767	132,454	125,128
Fundraising and publicity	-	-	8,588	8,588	678
Pastoral costs	-	606,194	139,768	745,962	892,190
Project 2000 costs	-	-	42,468	42,468	128,460
Mission Support costs	-	-	238,623	238,623	67,502
Supported Housing Unit	-	93,462	41,115	134,577	73,722
Support costs	-	175,742	208,845	384,587	286,586
Management and administration	101,708	24,181	59,880	185,769	113,932
	<u>£102,554</u>	<u>£930,420</u>	<u>£878,433</u>	<u>£1,911,407</u>	<u>£1,703,528</u>

### 6 TRUSTEES

In accordance with the charitable company's Memorandum and Articles of Association, the following trustees received a salary from the charitable company during the year:

P D Brooks	£39,708	(2002 - £36,430)
J Hosier	£4,115	(2002 - £nil)
A J Preston	£nil	(2002 - £7,918)
S F Walford	£nil	(2002 - £7,918)
N Jones	£32,941	(2002 - £23,224)
N D Ring	£44,742	(2002 - £nil)

Expenses of £1,483 (2002 - £725) were reimbursed to three trustees during the year to cover travel costs.

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 7 STAFF COSTS

<b>Group</b>	<b>2003</b>	<b>2002</b>
	<b>£</b>	<b>£</b>
Gross salaries	744,025	693,958
Social security costs	87,217	86,974
Pension costs	76,670	62,739
	<u>£907,912</u>	<u>£843,671</u>

The average number of persons employed by the group during the year was as follows:

	<b>2003</b>	<b>2002</b>
	<b>Number</b>	<b>Number</b>
<b>Charitable expenditure</b>		
Pastoral	12	10
Jubilee Books and Music	4	4
Project 2000	17	13
Support and administration	19	14
	<u>52</u>	<u>41</u>

The number of employees whose annual emoluments fell within the following bands are:

	<b>2003</b>	<b>2002</b>
£50,000 - £60,000	2	1
£60,001 - £70,000	1	1
	<u>=</u>	<u>=</u>

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 8 TANGIBLE FIXED ASSETS

#### Group and charity

	Freehold property £	Fixtures, fittings and office equipment £	Motor vehicles £	Total £
<b>COST</b>				
At 1 January 2003	3,477,585	386,063	16,098	3,879,746
Additions	-	40,827	-	40,827
At 31 December 2003	<u>£3,477,585</u>	<u>£426,890</u>	<u>£16,098</u>	<u>£3,920,573</u>
<b>ACCUMULATED DEPRECIATION</b>				
At 1 January 2003	735,212	221,403	9,086	965,701
Charge for the year	59,406	41,043	2,104	102,553
At 31 December 2003	<u>£794,618</u>	<u>£262,446</u>	<u>£11,190</u>	<u>£1,068,254</u>
<b>NET BOOK VALUES</b>				
At 31 December 2003	<u>£2,682,967</u>	<u>£164,444</u>	<u>£4,908</u>	<u>£2,852,319</u>
At 31 December 2002	<u>£2,742,373</u>	<u>£164,660</u>	<u>£7,012</u>	<u>£2,914,045</u>
Depreciation rates	2%	20%	30%	

The net book value at 31 December 2003 represents fixed assets used as follows:

#### Direct charitable purposes

Church meeting centre	1,857,416	70,127	-	1,927,543
Project support premises	-	42,342	4,908	47,250
Supported housing unit	825,551	35,345	-	860,896
	<u>2,682,967</u>	<u>147,814</u>	<u>4,908</u>	<u>2,835,689</u>
<b>Other purposes</b>				
Management and administration	-	16,630	-	16,630
	<u>£2,682,697</u>	<u>£164,444</u>	<u>£4,908</u>	<u>£2,852,319</u>

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 9 STOCK

Group and charity	2003	2002
Goods for resale	<u>£21,314</u>	<u>£21,472</u>

### 10 DEBTORS

	2003 Group £	2002 Group £	2003 Charity £	2002 Charity £
DUE WITHIN ONE YEAR				
Other debtors	2,394	1,120	1,120	1,120
Prepayments and accrued income	<u>67,402</u>	<u>16,464</u>	<u>77,402</u>	<u>16,464</u>
	69,796	17,584	78,522	17,584
DUE AFTER ONE YEAR				
Other debtors (accommodation fund loans)	<u>5,896</u>	<u>5,416</u>	<u>5,896</u>	<u>5,416</u>
	<u>£75,692</u>	<u>£23,000</u>	<u>£84,418</u>	<u>£23,000</u>

Included above are loans totalling £6,016 (2002 - £5,536) made from the accommodation fund. These loans are all interest-free.

### 11 CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2003 Group £	2002 Group £	2003 Charity £	2002 Charity £
Bank loan	60,000	60,000	60,000	60,000
Jubilee loan	14,350	23,700	14,350	23,700
Taxation and social security	24,087	18,981	24,087	18,981
Accruals and deferred income	<u>102,955</u>	<u>67,058</u>	<u>88,335</u>	<u>67,058</u>
	<u>£201,392</u>	<u>£169,739</u>	<u>£186,772</u>	<u>£169,739</u>

NFI provided the Jubilee loan (current balance of £14,350) interest-free. This will be repaid out of the Jubilee Books and Music profits. Any outstanding balance in 2009 will be written off.

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 12 CREDITORS - AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

Group and charity	2003 £	2002 £
Bank loan	298,746	253,000
Other creditors	100,000	100,000
	<u>£398,746</u>	<u>£353,000</u>
Analysis of bank loan		
Loan principal outstanding at 31 December	358,746	313,000
Included in current liabilities	(60,000)	(60,000)
	<u>£298,746</u>	<u>£253,000</u>
Bank loan maturity analysis		
Amounts payable:		
Between one and two years	60,000	60,000
Between two and five years	180,000	180,000
More than five years	58,746	13,000
	<u>£298,746</u>	<u>£253,000</u>

In 2002, the charitable company negotiated a loan facility of £567,000 to assist in the purchase and refurbishment of 60 Wilbury Road, Hove.

During the year, £nil was drawn and £nil was repaid.

The loan is repayable by minimum capital payments of £60,000 each year but delayed repayments have been agreed pending a large injection of funds from a local charity.

Interest is calculated on a floating rate basis at 2% per annum above base rate.

The loan is secured by a legal mortgage over the charitable company's property at 60 Wilbury Road, Hove.

The amount in other creditors is an interest free loan from a member of the Church. The loan is repayable either upon the lender giving the charitable company three months notice of repayment being required or at the charitable company's discretion.



# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 13 UNRESTRICTED FUNDS

Group	Balance at 1 January 2003 £	Movement in resources			Balance at 31 December 2003 £
		Incoming £	Outgoing £	Transfers £	
<b>Designated fund</b>					
Maintenance fund	27,393	-	(32,476)	21,000	15,917
Gift Day fund	100,552	359,166	(311,815)	(104,208)	43,695
Worship School fund	34,720	432	(14,254)	-	20,898
Missions fund	-	-	(24,612)	43,018	18,406
Admin office fund	-	-	(3,316)	16,293	12,977
Residents' benefit	-	632	(589)	-	43
<b>General fund</b>	59,478	1,467,032	(1,375,386)	23,897	175,021
	<u>£222,143</u>	<u>£1,827,262</u>	<u>£(1,762,448)</u>	<u>-</u>	<u>£286,957</u>

Charity	Balance at 1 January 2003 £	Movement in resources			Balance at 31 December 2003 £
		Incoming £	Outgoing £	Transfers £	
<b>Designated fund</b>					
Maintenance fund	27,393	-	(32,476)	21,000	15,917
Gift Day fund	100,552	359,166	(311,815)	(104,208)	43,695
Worship School fund	34,720	432	(14,254)	-	20,898
Missions fund	-	-	(24,612)	43,018	18,406
Admin office fund	-	-	(3,316)	16,293	12,977
<b>General fund</b>	59,478	1,283,096	(1,226,595)	23,897	139,876
	<u>£222,143</u>	<u>£1,642,694</u>	<u>£(1,613,068)</u>	<u>-</u>	<u>£251,769</u>

The maintenance fund is monies set aside by the trustees towards the costs of future maintenance.

The Gift Day fund is monies raised through Gift Days during the year and set aside to be spent in future years.

The Worship School fund represents monies raised from the Worship School programme and is set aside against future expenditure related to the promotion of music and worship within the church.

The Missions fund has been established to encourage and enable all aspects of outreach and mission from the church.

The Admin office fund has been created to assist with the refurbishment of particular administrative offices of the charity and all work should be completed by December 2004.

The Residents' benefit fund has been set aside for the purpose of purchasing for residents items which would not otherwise be available to them.

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 14 RESTRICTED FUNDS

Group	Balance at	Movement in resources		Balance at
	1 January 2003 £	Incoming £	Outgoing £	31 December 2003 £
Building fund	1,994,358	2,669	(71,155)	1,925,872
Accommodation fund	12,384	167	(84)	12,467
Alternatives Counselling Centre	4,179	15,651	(15,685)	4,145
Special Needs fund	2,526	4	(2,530)	-
Supported Housing Unit	444,588	50,182	(59,505)	435,265
Resettlement programme	-	550	-	550
Resettlement – training workshop	-	1,500	-	1,500
	<u>£2,458,035</u>	<u>£70,723</u>	<u>£(148,959)</u>	<u>£2,379,799</u>

Charity	Balance at	Movement in resources		Balance at
	1 January 2003 £	Incoming £	Outgoing £	31 December 2003 £
Building fund	1,994,358	2,669	(71,155)	1,925,872
Accommodation fund	12,384	167	(84)	12,467
Alternatives Counselling Centre	4,179	15,651	(15,685)	4,145
Special Needs fund	2,526	4	(2,530)	-
Supported Housing Unit	444,588	50,182	(59,505)	435,265
	<u>£2,458,035</u>	<u>£68,673</u>	<u>£(148,959)</u>	<u>£2,377,749</u>

The Building fund is represented by the building and the establishment of the Clarendon Centre, and cash, less interest free loans.

The Accommodation fund includes debtors, being loans advanced to people in need of accommodation. These loans are only provided against when the trustees consider them to be irrecoverable.

The Alternatives Counselling Centre is represented by cash and provides a pregnancy advisory service.

The Special Needs fund is represented by cash and provides financial assistance to needy parishioners.

The Supported Housing Unit fund is represented by the building and refurbishment of 60 Wilbury Road, associated liabilities plus cash and provides a hostel service.

The resettlement programme (which includes the training workshop) will provide skill-based training to enable residents to develop opportunities for future employment.

# CLARENDON TRUST LIMITED

## Notes to the Financial Statements For the Year Ended 31 December 2003

### 15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Group	Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
<b>Restricted funds</b>				
Building fund	1,927,542	(1,670)	-	1,925,872
Accommodation fund	-	12,467	-	12,467
Alternatives Counselling Centre	-	4,145	-	4,145
Supported Housing Unit fund	860,895	(26,884)	(398,746)	435,265
Resettlement programme	-	550	-	550
Resettlement – workshop	-	1,500	-	1,500
	<u>2,788,437</u>	<u>(9,892)</u>	<u>(398,746)</u>	<u>2,379,799</u>
<b>Unrestricted funds</b>				
General funds	63,882	111,140	-	175,022
Designated funds	-	111,935	-	111,935
	<u>£2,852,319</u>	<u>£213,183</u>	<u>£(398,746)</u>	<u>£2,666,756</u>
Charity	Tangible fixed assets £	Net current assets £	Long term liabilities £	Total £
<b>Restricted funds</b>				
Building fund	1,927,542	(1,670)	-	1,925,872
Accommodation fund	-	12,467	-	12,467
Alternatives Counselling Centre	-	4,145	-	4,145
Supported Housing Unit fund	860,895	(26,884)	(398,746)	435,265
	<u>2,788,437</u>	<u>(11,942)</u>	<u>(398,746)</u>	<u>2,377,749</u>
<b>Unrestricted funds</b>				
General funds	63,882	75,995	-	139,877
Designated funds	-	111,892	-	111,892
	<u>£2,852,319</u>	<u>£175,945</u>	<u>£(398,746)</u>	<u>£2,629,518</u>

## CLARENDON TRUST LIMITED

### Notes to the Financial Statements For the Year Ended 31 December 2003

#### 16 CONNECTED CHARITY

The charitable company is connected with New Frontiers International Trust Limited (of 17 Clarendon Villas, Hove, East Sussex, BN3 3RE) in that the charities have three common trustees. During the year, New Frontiers International Trust Limited (Newfrontiers) made a grant of £397,992 (2002 - £279,187) to Clarendon Trust Limited and Clarendon Trust Limited tithed £70,986 (2002 - £64,721) to Newfrontiers. The trustees do not consider that Clarendon Trust Limited controls New Frontiers International Trust Limited.

Included in creditors falling due within one year is an interest-free loan of £14,350 (2002 - £23,700) made by Newfrontiers to Jubilee Books and Music (part of Clarendon Trust Limited).

Several staff of Clarendon Trust Limited spend time working for both the charitable company and Newfrontiers. These staff are paid by Clarendon Trust Limited and part of the grant from Newfrontiers is a reimbursement for the proportion of these salaries which relates to Newfrontiers. All staff in this situation are the subject of joint contracts of employment.

#### 17 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital.

The liability of the members is £10 each in the event of the company being wound up.

#### 18 COMMITMENT

At 31 December 2003, the group was committed to making the following payment under a non-cancellable operating lease in the year to 31 December 2004:

	2003	2002
Operating lease which expires:		
Within 2 to 5 years	<u>£1,596</u>	<u>£1,596</u>

#### 19 SUBSIDIARY

During the year, the activities of the Supported Housing Unit were taken over by Friends First, a subsidiary under the control of Clarendon Trust Limited. The net funds of the subsidiary at 31 December 2003 were £37,238 (2002 - £nil). During the year ended 31 December 2003, Friends First generated incoming resources of £186,618 and expended resources of £149,380. The first set of financial statements prepared by Friends First was for the period from incorporation to 31 December 2002, the company was dormant during this period.