

Charity number: 1097579
Company number: 4434132

WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP
TRUSTEES' REPORT AND FINANCIAL STATEMENT
FOR THE PERIOD ENDED 31 MARCH 2008

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WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP

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WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP

LEGAL AND ADMINISTRATIVE INFORMATION

STATUS

The charity is limited by guarantee and governed by its Memorandum and Articles.

Trustees	S Swift	(Chair)
	M Willmore	(Treasurer)
	B Simm	
	B Dilks	
	N Clark	
	S Russell	

The trustees may be appointed at the Annual General Meeting, by nomination from member organisations or co-opted by the trustee board. Co-opted and nominated trustees must not exceed one third of the total number of trustees.

Secretary	M Willmore
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Company number	4434132
Charity number	1097579

Registered office	3 Station Hill Redruth Cornwall TR15 2PP
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Bankers	Nationwide Building Society Richmond Hill, Bournemouth, BH2 6EP
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WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2008

The trustees present their report and the accounts for the year ended 31 March 2008.

Charitable objects

The charity's objects are to promote any charitable purpose for the benefit of the community in Penwith, Kerrier and Carrick ("the area of benefit") by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress.

Review of activities and achievements

The Partnership continued to recruit and train CAB volunteers for the benefit of Penwith, Kerrier and Carrick Bureaux. Two training courses were completed during the year and two more are planned for 2008-2009. The Court Desk project, managed by Kerrier Bureau, for the benefit of Penwith, Kerrier and Carrick Districts was continued during the year.

The trustees are actively considering further projects to utilise the balance of funds.

Statement of trustees' responsibilities

Company and charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity 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;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

This report was approved by the trustees and signed on its behalf by:



Michael Willmore
Trustee

Date: 27 October 2008

WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2008

	Notes	Unrestricted funds £	Restricted funds £	2008 total £	2007 total £
Incoming resources					
Grants		-	33,311	33,331	5,000
Investment income		175	-	175	91
Total incoming resources		<u>175</u>	<u>33,311</u>	<u>33,486</u>	<u>5,091</u>
Charitable expenditure					
Cost of activities in furtherance of the charity's objects:	4/6	(2,294)	(28,250)	(30,544)	(8,927)
Management & administration	5	(2,126)	-	(2,126)	(1,566)
Total charitable expenditure		<u>(4,420)</u>	<u>(28,250)</u>	<u>(32,670)</u>	<u>(10,493)</u>
Net movement in funds		(4,245)	5,061	816	(5042)
Total funds brought forward		244	5,060	5,404	10,806
Transferred from restricted funds		<u>5,000</u>	<u>(5,000)</u>	-	-
Total funds carried forward		<u>999</u>	<u>5,221</u>	<u>6,220</u>	<u>5,404</u>

WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP

BALANCE SHEET AS AT 31 MARCH 2008

	2008 £	2007 £
Current assets		
Cash at bank and in hand	22,307.	8,350
Creditors: amounts falling due within one year	(16,087)	(2,946)
Net assets	<u>6,220</u>	<u>5,404</u>
Funds		
Unrestricted funds	999	244
Restricted funds	<u>5,221</u>	<u>5,160</u>
	<u>6,220</u>	<u>5,404</u>

In approving these financial statements as trustees of the company we hereby confirm:

- a) that for the year stated above the company was entitled to the exemption conferred by Section 249A(1) of the Companies Act 1985;
- b) that no notice has been deposited at the registered office of the company pursuant to Section 249B(2) requesting that an audit be conducted for the year ended 31 March 2008;
- c) that we acknowledge our responsibilities for:
 - 1) ensuring that the company keeps accounting records which comply with Section 221 and
 - 2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the year then ended in accordance with the requirements of Section 226 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2005).

The financial statements were approved by the Board and signed on its behalf by


Chair
S. Swift


Treasurer
M. Willmore

Date: 27 October 2008

WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2008

1. Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2005) and follow the recommendations in Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005) issued in March 2005.

The accounts have been prepared in accordance with the Companies Act, except that they do not include an income and expenditure account in the form specified by the Companies Act 1985. This is a departure from the statutory format of the accounts but is required by S226(a)5 Companies Act 1985 to enable the accounts to give a true and fair view.

1.2 Incoming resources

Voluntary income received by way of donations is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Income from investments is included in the year in which it is receivable.

1.2 Resources expended

Resources expended are recognised in the year in which they are incurred.

Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

	Unrestricted funds £	Restricted funds £	2008 £	2007 £
2. Grant income				
Awards for All	-	-	-	5000
Access Centre Development	<u>—</u>	<u>33,311</u>	<u>33,311</u>	<u>—</u>
3. Investment income				
Bank and Building society interest recd	<u>175</u>	<u>—</u>	<u>175</u>	<u>91</u>

WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2008

		Unrestricted Funds	
		2008	2007
		£	£
4.	Costs of activities in furtherance of the objects of the charity		
	Travelling expenses, childcare & training	2,259	2,760
	Rent	-	1,000
	Insurances	-	292
	Advertising	35	-
		<u>2,294</u>	<u>4,052</u>
5.	Management and administration		
	Partnership co-ordination	1,050	1,150
	Printing & stationery	56	30
	Postage	20	32
	General Expenses	1000	354
		<u>2,126</u>	<u>1,566</u>
		Restricted Funds	
		2008	2007
6.	Costs of activities in furtherance of the objects of the charity		
	Peripatetic Guidance Tutor	3,957	1875
	Court Desk Project	-	3,000
	Access Centre Development	<u>24,293</u>	<u>-</u>
		<u>28,250</u>	<u>4,875</u>

WEST CORNWALL CITIZENS ADVICE BUREAUX PARTNERSHIP

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2008

7.	Unrestricted funds	01/04/07	Incoming	Outgoing	31/03/08
		£	£	£	£
	General fund	244	5,000	(4,245)	999

8.	Restricted funds	01/04/07	Incoming	Outgoing	31/03/08
		£	£	£	£
	CitA Grant for development	5,160	33,311	(33,250)	5,221