

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2005**



**KILSBY & WILLIAMS LLP**  
**CHARTERED ACCOUNTANTS**

**Company Registration Number: 4556865**  
**Charity registration number: 1100964**

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**REPORT AND ACCOUNTS**  
**For the year ended 31 March 2005**

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# **WALES COMMUNITY FIRE SAFETY TRUST**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

**For the year ended 31 March 2005**

#### **CONSTITUTION**

Wales Community Fire Safety Trust is a company limited by guarantee, incorporated on 8 October 2002 and a registered charity governed by its Memorandum and Articles of Association. Charity number: 1100964. Company number: 4556865.

Wales Community Fire Safety Trust conducts its activities under the name of Firebrake Wales/Atal Tân Cymru. Firebrake (Wales) Limited is the name of its non-trading subsidiary company of which it owns the entire issued share capital of £1. Firebrake (Wales) Limited was incorporated on 27 February 2003, company number: 4680356.

#### **DIRECTORS AND TRUSTEES**

The directors of the charitable company ("the charity") are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. As set out in the Articles of Association the chairperson is nominated by the trustees. No person shall be appointed as Chair of the trustees for more than nine years in total (whether consecutive or not). The trustees have the power to appoint a treasurer and other honorary officers from among their number.

The trustees serving during the year and since the year end were as follows:

##### **Nominated chairperson**

L C Cassidy

##### **Trustees**

D J Bader  
B D Fraser  
D W G N Mackay  
D N Rees  
T Roberts  
S A Smith  
G Sullivan  
S T Mayne (appointed 2 November 2004)  
B Roberts (appointed 2 November 2004)  
S Clarke (appointed 2 November 2004)

##### **Secretary**

A M Feasey

##### **Chief Executive**

A M Feasey

# **WALES COMMUNITY FIRE SAFETY TRUST**

## **(A COMPANY LIMITED BY GUARANTEE)**

**LEGAL AND ADMINISTRATIVE INFORMATION, continued**  
**For the year ended 31 March 2005**

### **METHOD OF APPOINTMENT OF TRUSTEES**

The trustees when complete, consist of at least four and not more than 12 individuals of whom:

- up to two persons are appointed by South Wales Fire Authority as long as it remains a member of whom one is the Fire Chief of South Wales Fire Service;
- up to two persons are appointed by Mid and West Wales Fire Authority as long as it remains a member of whom one is the Fire Chief of Mid and West Wales Fire Service;
- up to two persons are appointed by North Wales Fire Authority as long as it remains a member of whom one is the Fire Chief of North Wales Fire Service;
- up to two persons are appointed by the National Assembly for Wales or any successor governing body for Wales as long as it remains a member;
- up to two persons are elected by the members from amongst their number;
- up to two persons may be co-opted by the trustees.

Every trustee must sign a declaration of willingness to act as a charity trustee before he or she is eligible to vote at any meeting of the trustees held after the registration of the charity by the Commission.

### **RETIREMENT OF THE TRUSTEES**

One-third (or the number nearest one-third) of the trustees (other than a trustee holding office ex-officio in his/her capacity as Fire Chief of South Wales Fire Service, Mid and West Wales Fire Service or North Wales Fire Service) must retire at each Annual General Meeting, those longest in office retiring first and the choice between any of equal service being made by drawing lots, subject to the following:

- any person appointed or elected a trustee (otherwise than ex-officio in his/her capacity as Fire Chief of South Wales Fire Service, Mid and West Wales Fire Service or North Wales Fire Service) may hold office for three years and will be eligible for re-appointment or re-election for a further two terms of three years. In total a person may hold the office of trustee for a maximum of nine years (whether consecutive or not) and thereafter will not be eligible for re-election or re-appointment except in exceptional circumstances.

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**LEGAL AND ADMINISTRATIVE INFORMATION, continued**  
**For the year ended 31 March 2005**

**REGISTERED OFFICE**

Ground Floor  
Unit 6  
Hazell Drive  
Newport  
NP10 8FY

**AUDITORS**

Kilsby & Williams LLP  
Chartered Accountants and Registered Auditors  
Cedar House  
Hazell Drive  
Newport  
South Wales  
NP10 8FY

**BANKERS**

Co-operative Bank PLC  
PO Box 250  
Skelmersdale  
WN8 6WT

**SOLICITORS**

Edwards Geldard  
Dumfries House  
Dumfries Place  
Cardiff  
CF10 3ZF

# **WALES COMMUNITY FIRE SAFETY TRUST**

## **(A COMPANY LIMITED BY GUARANTEE)**

### **REPORT OF THE TRUSTEES**

**For the year ended 31 March 2005**

The trustees are pleased to present their report together with the accounts of the charity for the year ended 31 March 2005.

The trust was incorporated on 8 October 2002.

Legal and administrative information set out on pages 1 and 3 forms part of this report. The accounts comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice – Accounting and Reporting by Charities.

### **OBJECTIVES OF THE CHARITY**

Wales Community Fire Safety Trust is a charitable organisation working in partnership with the Welsh Assembly Government and the three Welsh Fire and Rescue Services.

The key objective of the charity is to reduce the number of deaths and injuries through fire related incidents in Wales. It has pursued this objective in this accounting year through awareness-raising and educative events such as conferences and exhibitions. The total costs incurred will frequently exceed the income of these events but delegates and exhibitors are charged fees partly to offset the costs incurred by. The trustees consider that this is acceptable provided that the charity's objectives are achieved as a result of holding these events. Such charges are permitted provided that such events further the objects of the charity.

### **ORGANISATION**

A board of trustees of eleven members, who meet quarterly, administer the charity. A chief executive is appointed by the trustees to manage the day-to-day operations of the charity.

### **INVESTMENT POWERS**

Under the Memorandum and Articles of Association the charity has the power to make any investment but only after obtaining advice from a financial expert and having regard to the suitability of investments and the needs for diversification.

### **RELATED PARTIES**

The charity has a very close relationship with the Welsh Assembly government and the three Welsh Fire and Rescue Services, all of which nominate trustees and provide funding to enable the charity to carry out its charitable objectives. A summary of those transactions may be found in the audited accounts.

### **REVIEW OF THE ACTIVITIES AND FUTURE DEVELOPMENTS**

2004-05 has been a busy and productive year for Firebrake Wales, as well as being its first full financial year of operation since its Chief Executive and staff were recruited. In the course of the year Firebrake's communications were sent to every household in Wales, while over three quarters of a million people heard radio fire safety messages commissioned by Firebrake or saw them in the cinema. Delegates to community fire safety conferences for targeted groups within the community totalled around 660 and there were 1,707 visits to our website. The Firebrake team handled projects worth over £300,000, attracted sponsorship from 18 companies and 48 organisations bought exhibition space at its conferences.

It has also been a year of varied activities. The community fire safety campaigns have been carefully targeted, often with a seasonal message. At Christmas, the "Going Out - Put it Out" campaign reminded families at large to be extra careful with cigarettes, candles and overloaded electrical sockets. Statistics from the fire and rescue services show that related incidents were 19% lower than in the previous year. At Easter, a radio campaign targeted at teenagers warned them that starting grass fires was a criminal offence helping to reduce grass arson by 75% overall in Wales during the campaign. Over the year Firebrake also ran the Safe and Sound roadshow which replaced over 2,900 faulty electric blankets, successfully prepared a bid for £695,900 to establish Arson Prevention Teams across Wales and secured sponsorship for a second arson detection dog, Rocky, who also helps to promote the fire safety message in schools.

## **WALES COMMUNITY FIRE SAFETY TRUST**

### **(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES, continued**  
**For the year ended 31 March 2005**

#### **REVIEW OF THE ACTIVITIES AND FUTURE DEVELOPMENTS, continued**

It has been a year of innovation too. 2004-05 saw Firebrake move into cinema and local radio to increase the impact of its community fire safety campaigns. Our internet site was completely revamped and visitors were able to make conference bookings over the internet, saving administrative costs and providing a fast, convenient service for delegates. The quality of Firebrake's communications materials has been shown by its kitchen fire safety leaflet being shortlisted for the 2004 Charity and Public Service Publishing Awards - the only bilingual entry to reach the shortlist.

At the same time Firebrake stayed within its budget projections and maintained its reserves at a prudent level. Risks in relation to individual projects were carefully managed, with critical milestones being identified and monitored. This led to the decision to pull out of a planned "999" emergency services conference at an early stage: not all innovations will be successful.

Firebrake itself has developed over the year. We were delighted that following an open process, we were able to appoint three new trustees who will bring substantial voluntary sector and community based experience, including expertise in working with tenants, with victims of crime and with disaffected young people. We were also delighted to secure funding from the Welsh Assembly Government for a communications officer, enabling us to appoint our first bilingual member of staff.

The increased diversity of trustees and the addition of Welsh language expertise respond to two of the main factors identified as a high priority for Firebrake's development. A third factor relates to the expectations placed on Firebrake that it could become self funding within three years. We are confident that Firebrake Wales has generated added value and attracted new resources, both public and private sector, to promote the cause of community fire safety. We welcome the fact that an independent review commissioned by the three Welsh fire and rescue services has concluded that few organisations in a comparable situation seek to cover their core funding when they can lever in many times this amount through project work. The review also concluded that Firebrake is on target to deliver professional, well-coordinated publicity campaigns on a national basis and to provide an effective conduit for disseminating good practice throughout the three fire and rescue services.

Firebrake Wales looks forward to achieving more than this in the coming years. With the Welsh Assembly Government assuming responsibility for fire policy in Wales, we look forward to being able to work even more constructively with all of our founding partners to show that Wales can be at the forefront of good practice in community fire safety. In 2005-06 we will firm up our strategic approach to achieving the objectives for which Firebrake Wales was established. We will develop further our activities in education and research, as well as expanding our activities to promote community fire safety in Wales. We will continue to refine our methods for evaluating the results of our efforts so as to continuously improve the effectiveness of what we do; and we will strengthen our links with other parts of the voluntary sector in Wales, in order to identify innovative ways of ensuring that fewer people suffer death or injury from fire, year on year.

The staff of Firebrake Wales have shown great dedication and resourcefulness in the past year. They have shown that they can forward plan with skill and also that they can produce results incredibly quickly, as the cinema campaign demonstrated. They have sought out good practice in everything we do, including the good practice which both staff and trustees need to follow in running a new charity. They have worked hard to establish good working relations with the community fire safety professionals, with the Welsh Assembly Government, with potential sponsors and with other partner organisations and suppliers. They continue to develop their expertise and ability to innovate. This is the real foundation on which future successes will be built.

#### **RESERVES POLICY**

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months unrestricted expenditure currently around £70,000. This it is considered will provide sufficient funds at or above this level throughout the year.

## **WALES COMMUNITY FIRE SAFETY TRUST (A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES, continued**  
**For the year ended 31 March 2005**

### **RISK MANAGEMENT**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

The trustees have implemented a risk management strategy which comprises:

- the preparation of management accounts on a quarterly basis;
- a review of the risks which the charity may face at the quarterly trustees' meetings;
- investment in training of staff to equip them to carry out their roles.

This approach will be formalised in the shape of a risk register in the next accounting year.

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE ACCOUNTS**

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the profit or loss of the charity for that year. In preparing those accounts the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **AUDITORS**

A resolution will be proposed at the Annual General Meeting that Kilsby & Williams LLP will be re-appointed as auditors to the charity for the ensuing year.

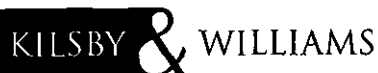
**Signed on behalf of the trustees**

*Kate Cassidy*

**L C Cassidy**  
**Chairperson**

**Date:** *8 September 2005*





**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF  
WALES COMMUNITY FIRE SAFETY TRUST  
(A COMPANY LIMITED BY GUARANTEE)**

We have audited the accounts of Wales Community Fire Safety Trust for the year ended 31 March 2005 which comprise the profit and loss account, the balance sheet and the related notes 1 to 15. These accounts have been prepared under 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 the 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 charitable company's trustees are responsible for the preparation of the accounts in accordance with applicable United Kingdom law and accounting standards.

Our responsibility is to audit the accounts in accordance with relevant United Kingdom legal and regulatory requirements and auditing standards.

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report if, in our opinion, the trustees' report is not consistent with the accounts, if the 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 law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We are not required to consider whether the statement in the trustees' report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

We read the trustees' report for the above year and consider the implications for our report if we become aware of any apparent misstatements.

**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 accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts 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 accounts 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 accounts.

**Opinion**

In our opinion the accounts give a true and fair view of the state of the charitable company's affairs as at 31 March 2005 and of its outgoing resources and application of resources, including its income and expenditure, for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

**KILSBY & WILLIAMS LLP**  
Chartered Accountants  
and Registered Auditors

Date:

*Kilsby & Williams LLP*

*8 September 2005*

CHARTERED ACCOUNTANTS

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**For the year ended 31 March 2005**

	Note	2005 Restricted funds £	2005 Unrestricted funds £	2005 Total funds £	2004 Total funds £
<b>INCOMING RESOURCES</b>					
Activities in furtherance of the charity's objectives		209,564	37,807	247,371	7,305
Donations		-	105,000	105,000	210,000
Grants receivable		-	106,000	106,000	192,915
Sponsorship		-	5,081	5,081	5,100
Bank interest		-	5,549	5,549	438
<b>TOTAL INCOMING RESOURCES</b>		<u>209,564</u>	<u>259,437</u>	<u>469,001</u>	<u>415,758</u>
<b>CHARITABLE EXPENDITURE</b>					
Costs of activities in furtherance of the charity's objectives		185,694	72,711	258,405	48,742
Support costs	3	-	150,832	150,832	86,323
Costs of management and administration of the charity		-	79,858	79,858	91,410
<b>Total resources expended</b>		<u>185,694</u>	<u>303,401</u>	<u>489,095</u>	<u>226,475</u>
<b>NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR</b>		23,870	(43,964)	(20,094)	189,283
<b>ACCUMULATED FUND BROUGHT FORWARD</b>		<u>-</u>	<u>189,283</u>	<u>189,283</u>	<u>-</u>
<b>ACCUMULATED FUND CARRIED FORWARD</b>		<u>23,870</u>	<u>145,319</u>	<u>169,189</u>	<u>189,283</u>

The amounts passing through the statement of financial activities represent the total recognised gains and losses for the year.

All incoming resources and resources expended derive from activities commenced during the financial year.

None of the activities were discontinued during the financial year.

The notes on pages 10 to 15 form part of these accounts.

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**CONSOLIDATED BALANCE SHEET**  
**As at 31 March 2005**

	Note	Charity 2005 £	Group 2005 £	Charity 2004 £	Group 2004 £
<b>FIXED ASSETS</b>					
Investments	5	1	-	1	-
Tangible assets	6	34,225	34,225	54,724	54,724
		<u>34,226</u>	<u>34,225</u>	<u>54,725</u>	<u>54,724</u>
<b>CURRENT ASSETS</b>					
Debtors	7	43,420	43,420	23,789	23,789
Cash at bank and in hand		118,642	118,642	171,243	171,243
		<u>162,062</u>	<u>162,062</u>	<u>195,032</u>	<u>195,032</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	8	(27,099)	(27,098)	(60,474)	(60,473)
<b>NET CURRENT ASSETS</b>		<u>134,963</u>	<u>134,964</u>	<u>134,558</u>	<u>134,559</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>169,189</u>	<u>169,189</u>	<u>189,283</u>	<u>189,283</u>
<b>FUNDS</b>					
Unrestricted	10	145,319	145,319	189,283	189,283
Restricted	10	23,870	23,870	-	-
		<u>169,189</u>	<u>169,189</u>	<u>189,283</u>	<u>189,283</u>

Signed on behalf of the  
Trustees

*Kate Cassidy*

L C Cassidy  
Chairperson

Approved by the Trustees:

*8 September 2005*

The notes on pages 10 to 15 form part of these accounts.

# WALES COMMUNITY FIRE SAFETY TRUST

## (A COMPANY LIMITED BY GUARANTEE)

### NOTES TO THE ACCOUNTS

For the year ended 31 March 2005

#### 1. ACCOUNTING POLICIES

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000) issued in October 2000, Applicable Accounting Standards and the Companies Act 1985. The principal accounting policies adopted in the preparation of the accounts are as follows:

##### Group Accounts

These accounts consolidate the results of the charity and its wholly owned subsidiary Firebrake (Wales) Limited, on a line by line basis. A separate Statement of Financial Activities, or income and expenditure account, for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by Section 230 of the Companies Act 1985 and Paragraph 304 of SORP 2000.

##### Incoming Resources

###### a. Charitable trading activities

Income from conferences and exhibitions is included in income resources in the year in which the relevant event takes place.

###### b. Donations and grants

Income from donations and grants, including capital gains, is included in income resources when these are receivable, except as follows:

- when donors specify that donations and grants given to the charity must be used in future accounting years, the income is deferred until those years;
- when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met.

When donors specify that donations and grants, including capital gains, are for particular restricted purposes, which do not amount to preconditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

###### c. Interest receivable

Interest is included when receivable by the charity.

##### Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis. The key object of the charity is to reduce the number of deaths and injuries through fire related incidents in Wales. It has pursued this object in this accounting year through awareness-raising and educative events such as conferences and exhibitions. Delegates and exhibitors are charged fees to partly offset the costs incurred but the total costs incurred will frequently exceed the income of these events. The trustees consider that this is acceptable provided that the charity's objectives are achieved as a result of holding these events.

# WALES COMMUNITY FIRE SAFETY TRUST

## (A COMPANY LIMITED BY GUARANTEE)

### NOTES TO THE ACCOUNTS

For the year ended 31 March 2005

#### 1. ACCOUNTING POLICIES, continued

##### Resources Expended, continued

##### a. Operating leases

Rentals payable under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

##### Tangible Fixed Assets

Individual fixed assets are capitalised at cost.

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Property improvements	:	10%
Plant, equipment and fixtures	:	25%-33 $\frac{1}{3}$ %

##### Fund Accounting

Funds held by the charity are either:

- a. unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees;
- b. designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects;
- c. 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.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

#### 2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital.

#### 3. SUPPORT COSTS

	2005 £	2004 £
Administration expenses	121,808	62,964
Establishment expenses	19,839	19,523
Depreciation	9,185	3,836
	<u>150,832</u>	<u>86,323</u>

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS**

For the year ended 31 March 2005

**4. TAXATION**

No provision has been made for taxation as the company is a registered charity and as such benefits from the exemption relating to charities.

**5. INVESTMENT IN NON-TRADING SUBSIDIARY**

The wholly owned non-trading subsidiary, Firebrake (Wales) Limited, was incorporated in England and Wales. The charity owns the entire issued share capital of 1 ordinary share of £1.

**6. TANGIBLE FIXED ASSETS**

	Property improvements £	Computer equipment £	Office equipment £	Total £
<b>Cost</b>				
At 1 April 2004	22,149	22,810	14,880	59,839
Additions in the year	-	102	575	677
Input VAT recovered	(3,299)	(3,415)	(2,216)	(8,930)
At 31 March 2005	18,850	19,497	13,239	51,586
<b>Depreciation</b>				
At 1 April 2004	1,107	2,148	1,860	5,115
Charge for the year	1,995	6,884	3,367	12,246
At 31 March 2005	3,102	9,032	5,227	17,361
<b>Net book value</b>				
At 31 March 2005	15,748	10,465	8,012	34,225
At 31 March 2004	21,042	20,662	13,020	54,724

**7. DEBTORS**

	Charity 2005 £	Group 2005 £	Charity 2004 £	Group 2004 £
Amounts due within one year:				
Trade debtors (see note 11)	11,245	11,245	8,186	8,186
Prepayments	29,404	29,404	15,603	15,603
VAT recoverable	2,771	2,771	-	-
	43,420	43,420	23,789	23,789

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS**

For the year ended 31 March 2005

8.	<b>CREDITORS</b>	<b>Charity 2005 £</b>	<b>Group 2005 £</b>	<b>Charity 2004 £</b>	<b>Group 2004 £</b>
	Amounts falling due within one year:				
	Trade creditors	23,836	23,836	44,412	44,412
	Other creditors and accruals	3,263	3,262	2,555	2,554
	Deferred income (see note 9)	-	-	13,507	13,507
		<u>27,099</u>	<u>27,098</u>	<u>60,474</u>	<u>60,473</u>
9.	<b>DEFERRED INCOME</b>	<b>Charity £</b>	<b>Group £</b>		
	Balance at 1 April 2004	13,507	13,507		
	Amount released in the year	(13,507)	(13,507)		
	Balance at 31 March 2005	<u>-</u>	<u>-</u>		
10.	<b>MOVEMENT IN FUNDS</b>	<b>Restricted funds £</b>	<b>Unrestricted funds £</b>	<b>Total £</b>	
	At 1 April 2004	-	189,283	189,283	
	Movement in resources:				
	Incoming	209,564	259,437	469,001	
	Outgoing	(185,694)	(303,401)	(489,095)	
	At 31 March 2005	<u>23,870</u>	<u>145,319</u>	<u>169,189</u>	

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS**  
**For the year ended 31 March 2005**

**11. RELATED PARTIES**

The charity has a very close relationship with the Welsh Assembly Government and the three Welsh Fire and Rescue Services, all of which nominate the majority of the trustees and provide funding to enable the charity to carry out its charitable objectives. The following is a summary of transactions with those entities:

Revenue funding:	£
Welsh Assembly	106,000
South Wales Fire Service	35,000
Mid and West Wales Fire Service	35,000
North Wales Fire Service	35,000
	<u>211,000</u>

All of the above funding was received under contracts with the charity to enable it to carry out its core activities and has been included in the accounts under the heading "incoming resources".

**12. ANALYSIS OF GROUP NET ASSETS  
 BETWEEN FUNDS**

	General fund £	Designated fund £	Restricted fund £	Total £
Tangible fixed assets	34,225	-	-	34,225
Cash at bank and in hand	118,642	-	-	118,642
Other net current assets	16,322	-	-	16,322
	<u>169,189</u>	<u>-</u>	<u>-</u>	<u>169,189</u>



**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS**  
**For the year ended 31 March 2005**

**13. UNRESTRICTED FUNDS OF THE CHARITY**

	<b>General fund £</b>	<b>Designated fund £</b>	<b>Total £</b>
Balance at 1 April 2004	189,283	-	189,283
Movement in funds during the year	(43,964)	-	(43,964)
Balance at 31 March 2005	<u>145,319</u>	<u>-</u>	<u>145,319</u>

**14. RESTRICTED FUNDS**

	<b>At 1 April 2004 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>At 31 March 2005 £</b>
Going Out Put It Out	-	111,761	(106,462)	5,299
Fire Investigation Operative	-	4,885	(4,485)	400
CFS Professional 2005	-	15,633	(10,017)	5,616
National CFS	-	16,442	(150)	16,292
National Chip Week	-	14,668	(14,066)	602
Safe and Sound Roadshow fund	-	46,175	(50,514)	(4,339)
Totals	<u>-</u>	<u>209,564</u>	<u>(185,694)</u>	<u>23,870</u>

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

	<b>2005 £</b>	<b>2004 £</b>
This is stated after charging:		
Operating leases – equipment	4,713	2,524
– vehicles	5,444	6,654
Depreciation	12,246	5,115
Auditors' remuneration – external audit	1,500	1,500
– other services	4,568	1,710
Wages and salaries	<u>122,992</u>	<u>85,224</u>

**WALES COMMUNITY FIRE SAFETY TRUST**  
**(A COMPANY LIMITED BY GUARANTEE)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**For the year ended 31 March 2005**

	<b>2005</b>	<b>2004</b>
	<b>£</b>	<b>£</b>
<b>INCOMING RESOURCES</b>		
Going Out Put It Out advertisement	111,761	-
Flaming Nuisance	5,176	-
Fire Investigation Operative	4,885	-
999 Cymru	6,209	
CFS Professional 2005	15,633	-
National CFS	16,442	-
Wales Fire 2004	31,432	7,718
National Chip Week	14,668	-
Welsh Assembly grant	106,000	179,075
Recharged items	71	3,612
JAG – conference/seminar	-	1,075
South Wales Fire Service core funding	35,000	70,000
Mid and West Wales Fire Service core funding	35,000	70,000
North Wales Fire Service core funding	35,000	70,000
Safe and Sound Roadshow	46,175	13,840
Bank interest received	5,549	438
	<hr/> 469,001	<hr/> 415,758

**This page does not form part of the statutory accounts.**

**WALES COMMUNITY FIRE SAFETY TRUST**

**(A COMPANY LIMITED BY GUARANTEE)****DETAILED STATEMENT OF FINANCIAL ACTIVITIES, continued**  
**For the year ended 31 March 2005****CHARITABLE EXPENDITURE**

	Costs of activities in furtherance of the charity's objects £	Support costs £	Costs of management and administration of the charity £	2005 £	2004 £
Wales Fire 2004	23,536	-	-	23,536	-
National CFS	150	-	-	150	-
999 Cymru	10,812	-	-	10,812	-
CFS Professionals Conference 2005	10,017	-	-	10,017	-
Fire Investigation Dog Operative	4,485	-	-	4,485	-
Goint Out Put It Out Advert	106,462	-	-	106,462	-
National Chip Week	14,066	-	-	14,066	-
Safe and Sound Roadshow	50,514	-	-	50,514	13,840
PR expenses	3,185	2,123	1,770	7,078	7,103
Advertising	1,989	1,327	1,105	4,421	9,155
Travel and subsistence	-	6,542	-	6,542	7,023
Legal and professional fees	-	-	4,401	4,401	46,805
Print, post and stationery	2,178	1,452	1,209	4,839	5,871
Telephone	820	547	456	1,823	2,773
Conferences	-	-	-	-	1,899
Motor expenses	1,087	652	435	2,174	1,041
Motor vehicle leasing	2,722	1,633	1,089	5,444	6,654
Wages and salaries	56,911	38,689	27,392	122,992	85,224
Staff pension scheme	2,398	1,668	1,147	5,213	-
Staff training	-	(87)	-	(87)	2,178
Rent payable	-	15,392	5,130	20,522	15,532
Premises costs	-	4,447	1,482	5,929	2,955
Insurance	-	716	239	955	500
Leasing of office equipment	-	3,535	1,178	4,713	2,524
Hire of equipment	-	2,392	797	3,189	-
Light and heat	-	389	130	519	651
Computer costs	-	7,376	2,458	9,834	1,031
Entertaining	-	2,063	688	2,751	927
Accountancy and audit	-	-	6,068	6,068	3,210
Bank charges	-	-	418	418	-
Bad debts	-	-	800	800	-
Sundry expenses	-	1,716	572	2,288	1,487
Non-recoverable input VAT	-	24,646	8,216	32,862	-
Subscriptions	-	645	-	645	140
Licenses	-	356	118	474	2,839
Depreciation	-	9,185	3,061	12,246	5,115
<b>TOTAL RESOURCES EXPENDED</b>	<b>291,332</b>	<b>127,404</b>	<b>70,359</b>	<b>489,095</b>	<b>226,475</b>
<b>NET (OUTGOING)/INCOMING RESOURCES</b>				<b>(20,094)</b>	<b>189,283</b>

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