

Company Registration Number 04556865
Registered Charity No 1100964

WALES COMMUNITY FIRE SAFETY TRUST
(A company limited by guarantee)

**ANNUAL REPORT
AND
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2012**

Broomfield & Alexander Limited
Waters Lane Chambers
Waters Lane
Newport
NP20 1LA

WEDNESDAY



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WALES COMMUNITY FIRE SAFETY TRUST
FINANCIAL STATEMENTS
Year Ended 31 March 2012

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WALES COMMUNITY FIRE SAFETY TRUST

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Wales Community Fire Safety Trust
Charity number	1100964
Company registration number	04556865
Registered office	Willow House Ground Floor Unit 6 Hazell Drive Newport NP10 8FY
Trustees	M Chown (Chair) S Clarke - resigned October 2011 S A Smith N Colbourne - appointed May 2011 G Polding - appointed May 2011 S Turner - appointed May 2011 H Ellis - appointed May 2011 A Marles - resigned November 2011 H Jakeway - appointed December 2011 R J Smith A Morgan Councillor T E Evans Councillor S Frobisher Councillor K C Hyde
Secretary	H Prior
Independent Examiner	Broomfield & Alexander Limited Waters Lane Chambers Waters Lane Newport South Wales NP20 1LA
Solicitors	Geldards LLP Dumfries House Dumfries Place Cardiff CF10 3ZF

WALES COMMUNITY FIRE SAFETY TRUST

TRUSTEES ANNUAL REPORT

Year Ended 31 March 2012

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2012

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisors on page 1 of the financial statements

The trustees who served the charity during the period were as follows

M Chown (Chair)	
S Clarke	- resigned October 2011
S A Smith	
A Marles	- resigned November 2011
H Jakeway	- appointed December 2011
R J Smith	
A Morgan	
N Colbourne	- appointed May 2011
G Polding	- appointed May 2011
S Turner	- appointed May 2011
H Ellis	- appointed May 2011
Councillor T E Evans	
Councillor S Frobisher	
Councillor K C Hyde	

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is administered by a Board of twelve Trustees who meet quarterly the Trustees are also members of the company/charity The governing document of the charity is its *Memorandum and Articles of Association* The day to day operations of the charity are delegated to the Chief Executive Officer and staff team The Chief Executive Officer currently serves as Company Secretary

The Trustee Board includes the Chief Fire Officers of the three Welsh Fire and Rescue Services and one representative from each of the three Fire Authorities in Wales There are also six independent Trustees who bring specific skills, knowledge and experience to the charity and represent the wider business, public and voluntary sectors

In 2009 the charity adopted a "Governance Charter," which sets out the roles and responsibilities of trustees, clarifies the respective duties of Board and CEO of the charity and includes a Code of Conduct and Conflict of Interest Policy Trustees are encouraged to develop new skills and knowledge to support effective performance in their role, and an annual Audit helps to identify particular areas of need In response to a specific recruitment campaign carried out during the early part of 2011, four new independent Trustees were recruited during the course of the year

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 specialist and having regard to the suitability of investments and the need for diversification

WALES COMMUNITY FIRE SAFETY TRUST

TRUSTEES ANNUAL REPORT Year Ended 31 March 2012

RISK

The Trustees have continued to monitor major strategic, business and operational risks facing the charity, with regular reports to the Trustee Board that enable them to take steps to lessen any risks that are identified. Trustees receive quarterly management accounts of income and expenditure to inform decision making, and have adopted a reserves policy which governs how funds will be set aside for contingencies which have been identified through a thorough financial risk assessment.

In the light of the reduction in the organisation's core funding caused by the cessation of Welsh Government grant aid, as well as the difficult economic circumstances faced by its other major supporters, risk assessment was very much to the forefront of the Board's agendas. A number of options were explored in relation to securing a sustainable future for the organisation, including consideration of generating further independent income, looking into the possibility of formal collaborations with other organisations, and restructuring activities and staffing in line with predicted resources. After careful consideration, and having taken independent advice about its financial assumptions, it was decided to restructure the organisation. The charity took appropriate steps to introduce a new structure from April 2012. More details of the new structure are noted below.

RELATED PARTIES

The charity has a close relationship with the three Fire and Rescue Services and Fire Authorities of Wales, which nominate Trustees to the Board. A summary of those transactions may be found in the audited accounts. A Conflict of Interest policy is included in the Governance Charter to clarify accountability and appropriate decision-making with respect to related parties.

OBJECTIVES, ACTIVITIES AND PUBLIC BENEFIT

Wales Community Fire Safety Trust, also known as Atal Tân Cymru and Firebrake Wales, registration number 04556865, is a company limited by guarantee and governed by its Memorandum and Articles of Association. It is also registered with the Charity Commission, number 100964.

When it was set up, the Memorandum and Articles of Association stated that the charity had two objects, which are for the benefit of the people of Wales:

- (i) to advance the education of the public in relation to all aspects of fire safety and fire prevention, and
- (ii) to reduce or assist in the reduction in the number of fire related deaths and injuries.

There have been considerable changes in Community Fire Safety and Risk Reduction policies in the last ten years, and so Firebrake has kept its Objects under review. As a result – and in conjunction with the extended risk assessment exercise noted above – the Trustees took the decision to widen these Objects in order to extend the charity's role in support of fire safety to other aspects of the work of the Fire & Rescue Services, for example Road Safety. This will not only provide additional support to valuable public services in these difficult economic times (hence improving public benefit), but should also make the charity itself more sustainable by opening it up to other avenues of support/and or resources. The intention is not to become a generalist community safety body, competing with similar existing organisations, perhaps to the detriment of all; rather, it is to extend the particular skills, expertise, experience, and networks of a unique fire safety charity to the broader arena of Risk Reduction as covered by the Fire & Rescue Services in Wales.

WALES COMMUNITY FIRE SAFETY TRUST

TRUSTEES ANNUAL REPORT Year Ended 31 March 2012

The appropriate steps were taken in accordance with charitable and company law and guidance, and as a result the following Objects were agreed by both the Charity Commission and Companies House in April 2012

- (i) to advance the education of the public in relation to all aspects of fire safety and fire prevention,
- (ii) to reduce or assist in the reduction in the number of fire related deaths and injuries, and
- (iii) to provide equipment, facilities, advice and services which will promote safety and reduce accidents or dangers in and to Welsh communities

REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVEMENTS

Organisational Development

As noted above, much work was done during the year in relation to risk assessment and sustainability, resulting in a new structure for the charity

The required consultation and planning for restructure were carried out in an open and inclusive way amongst the staff group, and all were involved in considering possible ways forward. Ultimately the shape of the new structure was determined on the basis of the expected work streams going forward plus the necessity to ensure that the organisation and its resources (including staff) are properly governed and managed. All four existing posts were considered to be at risk of redundancy, but under the new structure two posts were offered as suitable alternatives. As a result Kate Slowinski and Kathryn Eveleigh were made redundant, while the remaining two members of staff, Helen Prior and Richard Hall, took up the part-time posts of Chief Executive Officer and Policy and Research Manager. At the time of production of these accounts (August 2012) the new structure seems to be working very well.

Indicative Business Plan

Throughout this period, staff also began to work against the new Indicative Business Plan which was approved by Trustees in May 2011.

In the latter part of 2010/11, Firebrake had taken the opportunity to review its work and restate its position in support of Community Fire Safety, once more ensuring a good fit with its statutory partners that will bring both good value for money, and appropriate and effective responses to public need. The resulting Plan, "Fire Safety – Make the Connection" sets out the charity's Outcomes and Operating Principles, as well as outlining a number of Workstreams that will guide its activities going forward. Some key examples of progress during 2011/12 are noted below.

Raising awareness and promoting collaboration

People's actions, inactions, and reactions in relation to fire are extremely significant – right through from its ignition to its consequences. Existing ongoing contact within communities and between organisations and individuals can be the key to recognising those most at risk, and by working together their safety can be improved. In June 2011 Firebrake held an event for Health and Social Care practitioners in order to promote these messages.

WALES COMMUNITY FIRE SAFETY TRUST

TRUSTEES ANNUAL REPORT Year Ended 31 March 2012

The purpose of the half-day event was to increase knowledge and awareness of fire risk amongst those who work with or support individuals in a health or social care situation. 36 delegates from 13 different organisations across North Wales came together in the Catrin Finch Centre at Glyndŵr University, Wrexham to hear three external speakers, and take part in two practical workshops. Participants were encouraged to develop and share ideas on how the learning from the event could be practically applied within the workplace in order to improve the fire safety of their clients/service users.

Supporting an all-Wales perspective

Arson and fire related crime have always been considered to be a partnership challenge, and in response an all-Wales Joint Arson Group (JAG) was formed in 2005. The Group is made up of key Welsh agencies, sending out clear messages about the need to take collective responsibility for this community problem that can only be dealt with successfully through a collaborative approach. In 2007 JAG worked alongside the Welsh Government to produce a Wales Arson Reduction Strategy (WARS), and has been a fundamental part of its development and delivery. Firebrake has been a key member of the Group since its inception.

2011/12 saw the Charity extend its function within JAG, taking a lead on drawing together the information and drafting a Review of the original WARS, collecting and compiling information for and drafting a new Strategy for 2012 onwards, and managing the stakeholder consultation process for the new Strategy. Firebrake were also able to provide assistance to the Group in helping to align the new Strategy with some of the Welsh Government's higher level strategies, as well as making the Group aware of areas of best practice being adopted elsewhere.

Volunteering and Community Involvement

Throughout the year Firebrake began to explore a number of volunteering models which could encourage individuals to support the work of the Fire and Rescue Services in their own communities. Funding has been sought to develop a Wales Community Fire Safety Volunteer Scheme, but unfortunately none has been received to date. However, in conjunction with South Wales Fire and Rescue Service and other partners, the Charity is looking to run a small-scale pilot in specific local communities within the Borough of Bridgend.

Further north, in Rhyl, Firebrake continued to work in partnership with the Fire Service and local community groups to tackle problems of fire safety in their area. 2011/12 saw the Charity undertake the first part of this partnership project, the production of a Community Profile. More details are given under the section on Research below. This is an exciting and innovative project that has the capacity to be adapted for other community consultation/engagement work and which could certainly be rolled out throughout Wales.

Research - Targeting and Understanding Risk Factors

Recognising a serious issue with fires in Rhyl West and Rhyl South West, North Wales Fire and Rescue Service (NWFRS) has been proactively targeting these two communities, stepping-up activities to promote and deliver free Home Fire Safety Checks in the area. In 2010/11 they decided to approach partner organisations to develop a project that would better engage with these communities, and Firebrake has been an ever-present member of the resulting Project Management Group (PMG) since its inception. The project aims to improve home fire safety in Rhyl South West and Rhyl West by improving the skills, capacity and efficacy of these communities to recognise and prioritise their fire risk, and support their local Fire and Rescue Service in managing it.

WALES COMMUNITY FIRE SAFETY TRUST

TRUSTEES ANNUAL REPORT

Year Ended 31 March 2012

Firebrake helped to define this work at an early stage helping to set up and determine the parameters of the PMG, liaising with the Welsh Government Communities Directorate to keep them informed of progress, drawing up the overall Project Plan and timetable. During 2011/12 the Charity managed and conducted primary fire safety research in the area, training community members within partner organisations in survey skills to enable them to be directly involved in the research. Firebrake also collected and collated relevant secondary research, which along with the findings of the Community Survey informed the writing of the Community Profile, the agreed output of this first phase of the Project. In this work the Charity was able to bring a level of expertise in relation to research, data analysis and consultation methods that the PMG would not otherwise have had. The resulting Community Profile provides clear recommendations for further action, and will be a resource that could be used to inform a variety of audiences both within and outside of NWFRS.

Local/Regional Support

Alongside its other work Firebrake tries to respond to requests to support particular pieces of work which are being undertaken on a local or regional basis. One example during 2011/12 was work undertaken by Mid & West Wales Fire and Rescue Service in relation to their Fire and Mental Health Partnership Project. Another was with the Corporate Communications Team in North Wales where, in response to earlier research undertaken both by Firebrake and others, it was decided to develop a Home Fire Safety Toolkit.

The Toolkit, containing a suite of materials to enable health and social care practitioners to support the fire safety needs of their clients, was designed both to raise fire safety awareness, and to serve as permanent fire safety reminders for clients. Firebrake's key role was in ensuring that the Toolkit, as well as the individual content materials, reflected the feedback of both their primary audience (practitioners) and secondary audience (clients and service users). This involved applying market research and new product development principles and techniques to maximise uptake, usage and effectiveness. Once again the Charity's understanding of public consultation and focus group techniques, as well as its knowledge of the target audience and the likely communication barriers involved were invaluable. The collaboration has led to the production of a Toolkit which not only looks professional but which is tailored specifically to the needs of those who will use it and who will be influenced by it, and one which in time will prove to make a real difference to improving the fire safety of the target group.

LOOKING FORWARD

As noted above, at the time of the production of these accounts (August 2012), the new structure seems to be working well. During 2011/12 the Trustees of the organisation, supported by its staff, undertook a serious review of the Charity's position, and took some difficult decisions about its future direction. As a result, Firebrake is now operating well within its financial limitations, and is focusing its work very clearly against agreed priorities and needs. Looking forward the Charity understands that it is still operating in a financially and politically volatile climate, but the Trustees believe that they have taken all possible steps to put Firebrake in the best position to ride out these difficult times and move forward on a more sustainable basis.

FINANCIAL REVIEW

During the year, the charity made a deficit on its unrestricted funds of £51,115. This deficit has been set against the charity's Activities & services designated fund as agreed by the Board of Trustees.

Unrestricted reserves at 31 March 2012 were £143,647. Free reserves excluding designated funds and fixed assets amounted to £11,347.

WALES COMMUNITY FIRE SAFETY TRUST

TRUSTEES ANNUAL REPORT Year Ended 31 March 2012

A full analysis of the incoming and outgoing resources for each restricted fund is shown in note 16 of the statutory accounts

The Trust wishes to thank the three Welsh Fire and Rescue Authorities for their continued support and interest in the charity

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also directors of Wales Community Fire Safety Trust for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material 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 charitable company will continue in business

The trustees are responsible for keeping adequate accounting records that 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 2006. 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.

In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed by  X M CHOWN

20/11/12

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
WALES COMMUNITY FIRE SAFETY TRUST**

I report on the accounts of the company for the year ended 31 March 2012 which are set out on pages 11 to 20

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. 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 the seeking of 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, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005)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



Sarah Case FCA DChA
Senior Statutory Auditor
For and on behalf of
Broomfield & Alexander Limited
Chartered Accountants & Statutory Auditors
Waters Lane Chambers
Waters Lane
Newport
NP20 1LA

Date 20.11.12

WALES COMMUNITY FIRE SAFETY TRUST

**Statement of Financial Activities
(Incorporating the Income and Expenditure Account)
For The Year Ended 31 March 2012**

	Note	Unrestricted Funds £	Restricted Funds £	2012 Total Funds £	2011 Total Funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income					
Grants	2	126,400	8,018	134,418	157,500
Donations	3	771	-	771	340
Activities for generating funds	4	60	-	60	134
Investment income	5	426	-	426	650
Other incoming resources	6	1,069	-	1,069	-
Total incoming resources		<u>128,726</u>	<u>8,018</u>	<u>136,744</u>	<u>158,624</u>
RESOURCES EXPENDED					
Charitable activities					
Project costs	7	1,065	1,830	2,895	15,500
Direct charitable activities	7	173,152	6,188	179,340	186,841
Governance	8	5,623	-	5,623	5,921
Total resources expended		<u>179,840</u>	<u>8,018</u>	<u>187,858</u>	<u>208,262</u>
Net outgoing resources before other recognised losses		<u>(51,114)</u>	-	<u>(51,114)</u>	<u>(49,638)</u>
Realised loss on investment	12	(1)	-	(1)	-
Net outgoing resources for the year		<u>(51,115)</u>	-	<u>(51,115)</u>	<u>(49,638)</u>
Reconciliation of funds					
Total funds brought forward		194,762	-	194,762	244,400
Total funds carried forward	17	<u>143,647</u>	-	<u>143,647</u>	<u>194,762</u>

The statement of financial activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts related to continuing activities

The notes on pages 11 to 18 form part of these financial statements

WALES COMMUNITY FIRE SAFETY TRUST

Balance Sheet Year Ended 31 March 2012

	Note	2012 £	2011 £
FIXED ASSETS			
Tangible Assets	11	2,553	4,438
Investments	12	-	1
		<u>2,553</u>	<u>4,439</u>
CURRENT ASSETS			
Debtors	13	30,133	5,035
Cash at bank		<u>123,266</u>	<u>198,049</u>
		153,399	203,084
CREDITORS			
Amounts falling due within one year	14	<u>(12,305)</u>	<u>(12,761)</u>
NET CURRENT ASSETS		141,094	190,323
NET ASSETS		<u>143,647</u>	<u>194,762</u>
FUNDS			
Restricted income funds	16	-	-
Unrestricted funds -			
Designated funds	18	129,747	180,862
General funds		<u>13,900</u>	<u>13,900</u>
TOTAL FUNDS	17	<u>143,647</u>	<u>194,762</u>

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

Chairman
M Chown



20-11-12

The notes on pages 11 to 18 form part of these financial statements

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

1. ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value, and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006

Cash Flow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small

Charitable trading activities

This includes all costs relating to the furtherance of the Charity's objectives as stated in the Trustees report

Income Receivable

- Grants receivable are credited to the Statement of Financial Activities in the year in which they are due
- Donations and voluntary income are credited to the Statement of Financial Activities in the year in which they are received
- Investment income is credited to income when it is actually received

Funds Accounting

Funds held by the company are either

- Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the company without further specified purpose and are available as general funds
- Designated funds are unrestricted funds earmarked by the board of directors for particular purposes
- Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure, which meets these criteria, is charged to the fund

Resources Expended

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

Resources expended are allocated to the particular activity where the cost relates directly to the activity

Direct charitable activity costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out of Headquarters, and include costs incurred in connection with administration of the charity and compliance with constitutional and statutory requirements

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

1. ACCOUNTING POLICIES (continued)

Fixed Assets

Fixed assets are initially recorded at cost

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset, as follows

Equipment	- 25%-33 33% straight line
Fixtures & Fittings	- 25%-33 33% straight line
Leasehold property improvements	- 10% straight line

Operating Lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease

Governance Costs

This includes all costs relating to compliance with constitutional and statutory requirements

Pension Costs

The Charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the statement of financial activities

Irrecoverable VAT

The Charity qualifies for partial exemption for VAT purposes. The irrecoverable VAT is written back to the income and expenditure account in the year to which it relates

2. GRANTS

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Welsh Assembly Government	-	-	-	52,500
South Wales Fire & Rescue	35,000	-	35,000	35,000
Mid & West Wales Fire & Rescue	45,670	-	45,670	35,000
North Wales Fire & Rescue	45,730	8,018	53,748	35,000
	<u>126,400</u>	<u>8,018</u>	<u>134,418</u>	<u>157,500</u>

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

3. DONATIONS

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Training courses	570	-	570	340
Other donations	201	-	201	-
	<u>771</u>	<u>-</u>	<u>771</u>	<u>340</u>

4 ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Lottery	60	-	60	134
	<u>60</u>	<u>-</u>	<u>60</u>	<u>134</u>

5 INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Bank interest receivable	426	-	426	650
	<u>426</u>	<u>-</u>	<u>426</u>	<u>650</u>

6. OTHER INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Office share - rental income	1,069	-	1,069	-
	<u>1,069</u>	<u>-</u>	<u>1,069</u>	<u>-</u>

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

7. CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Direct Project Costs				
Smoke Free Home Project	1,065	-	1,065	-
Research	-	1,830	1,830	15,500
	<u>1,065</u>	<u>1,830</u>	<u>2,895</u>	<u>15,500</u>
Direct Charitable Activities				
Wages & Salaries	122,168	5,146	127,314	121,542
Training & Development	222	-	222	529
Staff travel	1,805	1,042	2,847	1,194
Volunteer Expenses	24	-	24	-
Website	370	-	370	677
Promotion & info materials	84	-	84	1,028
Meeting & groups	90	-	90	-
External & promotional	1,418	-	1,418	2,692
Translation	2,520	-	2,520	2,614
Rent, rates & water	28,842	-	28,842	32,049
Maintenance	2,784	-	2,784	4,293
Insurances	1,213	-	1,213	1,822
Memberships & subscriptions	345	-	345	582
Printing & stationery	6,499	-	6,499	5,424
Postage	460	-	460	813
Telephone	1,471	-	1,471	1,647
Office & IT equipment	952	-	952	8,050
Leasehold depreciation	1,885	-	1,885	1,885
	<u>173,152</u>	<u>6,188</u>	<u>179,340</u>	<u>186,841</u>
Total	<u>174,217</u>	<u>8,018</u>	<u>182,235</u>	<u>202,341</u>

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

8. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2012 £	Total 2011 £
Audit & accountancy fees	4,496	-	4,496	4,197
Legal & professional fees	613	-	613	37
Cost of trustee meetings	149	-	149	26
AGM & annual report	-	-	-	1,661
Trustee expenses reimbursed	365	-	365	-
	<u>5,623</u>	<u>-</u>	<u>5,623</u>	<u>5,921</u>

9 NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging

	2012 £	2011 £
Staff pension contributions	6,440	6,419
Depreciation	1,885	1,885
Auditors' remuneration		
- Audit of the financial statements	-	2,275
- Other services	-	1,922
	<u>-</u>	<u>1,922</u>

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows

	2012 £	2011 £
Wages and salaries	109,877	104,349
Social security costs	10,997	10,774
Other pension costs	6,440	6,419
	<u>127,314</u>	<u>121,542</u>

None of the trustees received any remuneration for their services as trustees, but were paid expenses in furtherance of their duties as trustees

Trustees expenses reimbursed during the year were

Number of trustees	Expense £	2012 £	2011 £
3 (2011 None)	Mileage	365	-
		<u>365</u>	<u>-</u>

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

10. STAFF COSTS AND EMOLUMENTS (continued)

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows

	2012 No	2011 No
Number of administrative staff	<u>4</u>	<u>4</u>

No employee earned in excess of £60,000

11. TANGIBLE FIXED ASSETS

	Equipment £	Fixtures & Fittings £	Leasehold Property £	Total £
COST				
At 1 April 2011	26,539	13,238	18,850	58,627
Additions	-	-	-	-
At 31 March 2012	<u>26,539</u>	<u>13,238</u>	<u>18,850</u>	<u>58,627</u>
DEPRECIATION				
At 1 April 2011	26,539	13,238	14,412	54,189
Charge for year	-	-	1,885	1,885
At 31 March 2012	<u>26,539</u>	<u>13,238</u>	<u>16,297</u>	<u>56,074</u>
NET BOOK VALUE				
At 31 March 2012	<u>-</u>	<u>-</u>	<u>2,553</u>	<u>2,553</u>
At 31 March 2011	<u>-</u>	<u>-</u>	<u>4,438</u>	<u>4,438</u>

12 FIXED ASSET INVESTMENTS

Cost

At 1 April 2011	<u>1</u>
31 March 2012	<u>-</u>

Net Book Value

At 1 April 2011	<u>1</u>
31 March 2012	<u>-</u>

Subsidiary Company

The investment related to the Charity's wholly owned subsidiary, Fire Brake Wales Limited. This company was a company limited by guarantee and was dissolved at Companies House. The dissolution was effective on the 7 August 2012.

WALES COMMUNITY FIRE SAFETY TRUST

**Notes to the Financial Statements
Year Ended 31 March 2012**

13. DEBTORS

	2012	2011
	£	£
Debtors	21,900	-
Other debtors	483	-
Prepayments	7,750	5,035
	<u>30,133</u>	<u>5,035</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012	2011
	£	£
Creditors	360	492
Other creditors	1	1
Accruals	6,426	5,775
Social security & other taxes	5,518	6,493
	<u>12,305</u>	<u>12,761</u>

**15. ANNUAL COMMITMENTS UNDER NON CANCELLABLE OPERATING LEASES
ARE AS FOLLOWS:**

	Land and Buildings 2012 £	Other 2012 £	Land and Buildings 2011 £	Other 2011 £
Falling due within 2-5 years	21,000	3,124	21,000	3,124
	<u>21,000</u>	<u>3,124</u>	<u>21,000</u>	<u>3,124</u>

16. RESTRICTED INCOME FUNDS

	Balance at 1 April 2011 £	Incoming Resources £	Outgoing resources £	Balance at 31 March 2012 £
North Wales Fire and Safety	-	8,018	(8,018)	-
	-	8,018	(8,018)	-

The North Wales Fire and Rescue grant was given on behalf of Rhyl South West, and Rhyl West Home Fire Safety Partnership Project

WALES COMMUNITY FIRE SAFETY TRUST

Notes to the Financial Statements Year Ended 31 March 2012

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted funds £	Total Funds £
Fund balances as at 31 March 2012 are represented by			
Tangible Fixed Assets	2,553	-	2,553
Net Assets	<u>141,094</u>	<u>-</u>	<u>141,094</u>
	<u>143,647</u>	<u>-</u>	<u>143,647</u>

18. DESIGNATED FUNDS

	Balance at 1 April 2011	Incoming resources £	Outgoing resources £	Balance at 31 March 2012
Designated funds:				
Contingencies	125,000	-	(51,115)	73,885
Activities & services	<u>55,862</u>	<u>-</u>	<u>-</u>	<u>55,862</u>
	<u>180,862</u>	<u>-</u>	<u>(51,115)</u>	<u>129,747</u>

Contingencies

These are funds set aside to provide reasonable resources to respond with unexpected events that would have considerable financial implications for the charity

Activities and services

These are funds set aside for activities and services which the charity intends to deliver over a 3 year plan

19. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and, as such, has no share capital

20. PENSIONS

Included in accruals is £628 (2011 £Nil) which relates to unpaid pension contributions

21. RELATED PARTY TRANSACTION

There were no related party transactions during the current or previous year

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
WALES COMMUNITY FIRE SAFETY TRUST**

In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company for the year ended 31 March 2012 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 company and the company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England & Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the Balance Sheet as at 31 March 2012 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Broomfield Alexander & Co

Broomfield & Alexander Limited
Chartered Accountants
Waters Lane Chambers
Waters Lane
Newport
Gwent
NP20 1LA

Date

20-11-12