### The Besom Report and Financial Statements 5 April 2005



**Sayer Vincent** 

consultants and auditors



### Legal and administrative details

### For the period ended 5 April 2005

Status The organisation is a charitable company limited by guarantee,

incorporated on 23 April 2004 and registered as a charity on 28 May

2004

Governing document The company was established under a memorandum of association

which established the objects and powers of the charitable company

and is governed under its articles of association.

Company number 5110883

Charity number 1104026

Registered office and

operational address 2 Crosland Place

LONDON SW11 5PJ

Honorary officers James R. B. Odgers Chair Emma Plunkett

Lucinda Croft
David Saunderson

Bankers HSBC 240 Lavender Hill Clapham Junction

LONDON SW11 1LH

Auditors Sayer Vincent

Chartered accountants and registered auditors

8 Angel Gate City Road London EC1V 2SJ

### Report of the trustees

### For the period ended 5 April 2005

The trustees present their report and the audited financial statements for the period ended 5 April 2005.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities.

### Objects of the charity

The objects of The Besom are the relief of poverty, suffering, sickness and distress, the advancement of education, the advancement of the Christian religion and the advancement of such other purposes as are charitable in accordance with English law.

### Organisational structure

From 1 November 2004 the assets and liabilities of the Besom Foundation were transferred to a new charitable company limited by guarantee, The Besom. There have been no changes to the activities undertaken by the charity.

### Review of activities

The Besom helps people to make a difference. It provides a bridge between those who want to give money, time, skills or things, and those who are in need. It ensures that what is given is used effectively. The service it provides is free.

The 3 main activities of The Besom are giving money (either individually or in groups); positive recycling; and giving time (either individually or in groups).

### Giving money

In the period from 1 November 2004 to 5 April 2005 The Besom assisted money givers to fund a total of 38 projects with funds aggregating £93,936. Of these, 16 projects were in the United Kingdom, with a highest individual project amount of £5,090. 22 projects were completed overseas with a highest individual project amount of £5,600.

Overseas projects ranged from 15 catamaran-style fishing boats for devastated industry in Sri Lanka, to desks, chairs and roofing material for a school for Pygmy children in the Congo.

In the UK, projects ranged from drums and musical equipment for workshops for children with learning disabilities in Brighton, to a fridge, freezer, washing machine and dryer for a drug rehabilitation centre in Kingston.

The Besom's services are being used by a good number of money givers and projects are being completed at the rate of 1 every 4 or 5 days. The 821st project since the inception of its predecessor, The Besom Foundation, was funded during the period.

### Report of the trustees

### For the period ended 5 April 2005

### Positive recycling

There were good numbers of people giving their time on the vans and sorting clothes, and giving good quality furniture, household items and furnishings, clothes, toys, shoes and non-perishable food. Our large van collected and made deliveries 3 days a week to facilitate the increase in giving. We are consistently passing things on to those who only have the bare minimum provision of shelter and are therefore in need of everything from clothes and household items to having their walls painted and curtains hung.

### Time giving

72 groups in total were helped to give their time and skills in their local community, including groups in the warehouse sorting clothes and household items.

### General

It is a fundamental principle of The Besom's activities that no-one who uses its services has to pay towards the administration costs. These are financed separately by those who are supportive of The Besom's work and The Besom does not fundraise.

The Besom made good progress this year on all fronts thanks to a very dedicated staff and to the efforts of the time givers.

### Reserves policy

The trustees have determined that, in line with their belief that God provides for the work to which He calls His people, no reserves should be maintained for the work of The Besom and this is the policy which The Besom's predecessor The Besom Foundation had in place from 1987 to 2004.

### Risk statement

The trustees have considered the risks to which The Besom is exposed and have procedures in place to manage those risks.

### Related parties and connected organisations

### **FACE to Face Finance limited**

This company was established by The Besom's predecessor, the Besom Foundation in 1999 to provide loan capital and business training to the micro businesses of the poorest and most marginalised in the UK. Its first trial project was set up in Brixton in London during that year and the first loans were made into that community just after that year end. The repayment rate to date continues to be 100%.

During the period £100 was received as donations towards loans to be made within the scheme. This year £193 has gone towards administration and £16,557 relates to salary costs for staff involved in FACE to Face.

### Independent auditors' report

### To the members of

### The Besom

We have audited the financial statements of The Besom for the period ended 5 April 2005 which comprise the statement of financial activities, balance sheet and 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 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 auditors' 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 the trustees and auditors

The responsibilities of the trustees (who are also directors of The Besom for the purposes of company law) for preparing the report of the trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the statement of responsibilities of the trustees. 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 report of the trustees 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 law regarding the trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the report of the trustees and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

### Basis of 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 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 charitable company's state of affairs as at 5 April 2005 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended and have been properly prepared in accordance with the Companies Act 1985.

12 January 2006

SAYER VINCENT

Chartered accountants & registered auditors

May Uncert

London

### Report of the trustees

### For the period ended 5 April 2005

### Statement of responsibilities of the trustees

The trustees are required 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 its incoming resources and application of resources, including the net income or expenditure, for the 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 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 charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of charity and which enable them to ensure that the financial statements comply with the Companies Act 1985. The trustees 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.

### The trustees

The trustees, who are also directors under company law, who served during the period and up to the date of this report were as follows:

Lucinda Croft	(appointed 23 April 2004)
James R. B. Odgers	(appointed 23 April 2004)
Emma Plunkett	(appointed 23 April 2004)
David Saunderson	(appointed 23 April 2004)

The trustees have no beneficial interest in the charity.

### **Auditors**

Sayer Vincent were appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 5 December 2005 and signed on their behalf by

James R. B. Odgers - Chair

The Besom

Statement of financial activities (incorporating an income and expenditure account)

Restricted Unrestricted   Total   Note   E   E   E   E   E   E   E   E   E	For the period ended 5 April 2005				
Donations, legacies & similar incoming resources   2 49,249   118,069   167,318   Activities in furtherance of the charity's objects:   FACE to Face Finance   100   - 100   100					Total
resources         2         49,249         118,069         167,318           Activities in furtherance of the charity's objects: FACE to Face Finance         100         -         100           Investment income         1         4,845         4,845           Other Income         -         1,416         1,416           Total incoming resources         3         124,339         123,300         173,679           Charitable expenditure         3         12,194         95,664         107,858         10,976         10,976         10,968         10,976         10,976         10,968         10,976         10,922         48,198         10,976         10,922         48,198         10,976         10,922         48,198         10,687         8,399         16,557         193         16,750         16,875         10,93         16,750         16,875         10,93         16,750         16,982         14,892         -         14,892         -         14,892         -         14,892         -         13,906         -         13,906         -         13,906         -         13,906         -         13,906         -         13,906         -         13,206         -         1,6122         -         6,122         -	Incoming resources		-	~	_
Activities in furtherance of the charity's objects:         FACE to Face Finance         100         - 100           Investment income         - 4,845         4,845         Other Income         - 1,416         1,416         1,416           Total incoming resources         49,349         124,330         173,679         173,679         12,194         95,664         107,858         107,858         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,976         7,222         48,198         10,570         10,976         7,222         48,198         10,750         10,976         7,222         48,198         10,750         10,975         10,975         10,975         10,975         10,975         10,975         10,975         10,975         10,975         10,986         10,975         10,986         10,975         10,986         10,975         10,986         10,975         10,986         10,986         10,986         10,986         10,986         10,987         10,986	Donations, legacies & similar incoming		,		
the charity's objects:         100         -         100           Investment income         -         4,845         4,845           Other Income         -         1,416         1,416           Total incoming resources         49,349         124,330         173,679           Charitable expenditure         3         12,194         95,664         107,858           Giving money         12,194         95,664         107,858           Positive recycling         40,976         7,222         48,198           Time giver projects         6,712         1,687         8,399           FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         14,892         14,892           Groves Fund         -         1,608         1,608           Support costs         13,906         -         13,906           Management and administration         6,122         -         6,122           Total resources expended         4 111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         - <td></td> <td>2</td> <td>49,249</td> <td>118,069</td> <td>167,318</td>		2	49,249	118,069	167,318
Table   Tabl	·				
Investment income	· ·		400		400
Other Income         —         1,416         1,416           Total incoming resources         49,349         124,330         173,679           Charitable expenditure         3         12,194         95,664         107,858           Positive recycling         40,976         7,222         48,198           Time giver projects         6,712         1,687         8,399           FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         -         14,892           Groves Fund         -         -         1,608         1,608           Support costs         13,906         -         13,906           Management and administration         6,122         -         6,122           Total resources expended         4         111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5         (45,553)         1,499         (44,054)           Realised gain on disposals         -         419         419	FACE to Face Finance		100	•	100
Total incoming resources         49,349         124,330         173,679           Charitable expenditure         3         3         107,858         107,858         107,858         107,858         107,858         107,858         107,858         107,858         107,858         107,858         107,222         48,198         107,858         108,722         48,198         108,399         106,757         103         16,750         108,399         106,750         108         16,657         103         16,750         108         1,608 <td>Investment income</td> <td></td> <td>-</td> <td>4,845</td> <td>4,845</td>	Investment income		-	4,845	4,845
Charitable expenditure         3           Giving money         12,194         95,664         107,858           Positive recycling         40,976         7,222         48,198           Time giver projects         6,712         1,687         8,399           FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         -         14,892           Groves Fund         -         1,608         1,608           Support costs         13,906         -         13,906           Management and administration         6,122         -         6,122           Total resources expended         4         111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5         (45,553)         1,499         (44,054)           Realised gain on disposals         -         419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         -         <	Other Income			1,416	1,416
Giving money         12,194         95,664         107,858           Positive recycling         40,976         7,222         48,198           Time giver projects         6,712         1,687         8,399           FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         -         14,892           Groves Fund         -         1,608         1,608           Support costs         13,906         -         13,906           Management and administration         6,122         -         6,122           Total resources expended         4         111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5         (45,553)         1,499         (44,054)           Realised gain on disposals         -         419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         -         50         50           Net movement in	Total incoming resources		49,349	124,330	173,679
Giving money         12,194         95,664         107,858           Positive recycling         40,976         7,222         48,198           Time giver projects         6,712         1,687         8,399           FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         -         14,892           Groves Fund         -         1,608         1,608           Support costs         13,906         -         13,906           Management and administration         6,122         -         6,122           Total resources expended         4         111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5         (45,553)         1,499         (44,054)           Realised gain on disposals         -         419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         -         50         50           Net movement in	Charitable expenditure	3			
Time giver projects         6,712         1,687         8,399           FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         - 14,892           Groves Fund         - 1,608         1,608           Support costs         13,906         - 13,906           Management and administration         6,122         - 6,122           Total resources expended         4 111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5 (45,553)         1,499         (44,054)           Realised gain on disposals         - 419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         - 50         50           Net movement in funds         13 (45,553)         1,968         (43,585)           Funds at the start of the period	•		12,194	95,664	107,858
FACE to Face Finance         16,557         193         16,750           Besom in a suitcase         14,892         - 14,892           Groves Fund         - 1,608         1,608           Support costs         13,906         - 13,906           Management and administration         6,122         - 6,122           Total resources expended         4 111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5 (45,553)         1,499         (44,054)           Realised gain on disposals         - 419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         - 50         50           Net movement in funds         13 (45,553)         1,968         (43,585)           Funds at the start of the period	Positive recycling		40,976	7,222	48,198
Besom in a suitcase         14,892         - 14,892           Groves Fund         - 1,608         1,608           Support costs         13,906         - 6,122           Management and administration         6,122         - 6,122           Total resources expended         4 111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5 (45,553)         1,499         (44,054)           Realised gain on disposals         - 419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         - 50         50           Net movement in funds         13 (45,553)         1,968         (43,585)           Funds at the start of the period             Funds transferred at 1 November 2004	• • •		6,712		
Groves Fund Support costs         1,608         1,608           Support costs Management and administration         13,906         -         13,906           Management and administration         6,122         -         6,122           Total resources expended         4 111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5 (45,553)         1,499         (44,054)           Realised gain on disposals         -         419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         -         50         50           Net movement in funds         13 (45,553)         1,968         (43,585)           Funds at the start of the period         -         -         -         -           Funds transferred at 1 November 2004         -         -         -         -			•	193	•
Support costs Management and administration         13,906 6,122 - 6,122         - 6,122 - 6,122           Total resources expended         4 111,359 106,374 217,733         217,733           Net incoming resources before transfers         (62,010) 17,956 (44,054)         (44,054)           Transfers between funds         16,457 (16,457) - (16,457) - (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5 (45,553) 1,499 (44,054)         (44,054)           Realised gain on disposals         - 419 419         419           Net incoming resources         (45,553) 1,918 (43,635)         (43,635)           Unrealised gain on investments         - 50 50         50           Net movement in funds         13 (45,553) 1,968 (43,585)         Funds at the start of the period			14,892	-	•
Management and administration         6,122         - 6,122           Total resources expended         4 111,359 106,374 217,733           Net incoming resources before transfers         (62,010) 17,956 (44,054)           Transfers between funds         16,457 (16,457)           Net incoming resources before investment asset revaluations and disposals         5 (45,553) 1,499 (44,054)           Realised gain on disposals         - 419 419           Net incoming resources         (45,553) 1,918 (43,635)           Unrealised gain on investments         - 50 50           Net movement in funds         13 (45,553) 1,968 (43,585)           Funds at the start of the period		•	-	1,608	•
Total resources expended         4         111,359         106,374         217,733           Net incoming resources before transfers         (62,010)         17,956         (44,054)           Transfers between funds         16,457         (16,457)         -           Net incoming resources before investment asset revaluations and disposals         5 (45,553)         1,499         (44,054)           Realised gain on disposals         -         419         419           Net incoming resources         (45,553)         1,918         (43,635)           Unrealised gain on investments         -         50         50           Net movement in funds         13 (45,553)         1,968         (43,585)           Funds at the start of the period         -         -         -         -           Funds transferred at 1 November 2004         -         -         -         -	• •		•	-	
Net incoming resources before transfers  (62,010) 17,956 (44,054)  Transfers between funds 16,457 (16,457) -  Net incoming resources before investment asset revaluations and disposals 5 (45,553) 1,499 (44,054)  Realised gain on disposals - 419 419  Net incoming resources (45,553) 1,918 (43,635)  Unrealised gain on investments - 50 50  Net movement in funds 13 (45,553) 1,968 (43,585)  Funds at the start of the period  Funds transferred at 1 November 2004	Management and administration	-	6,122		6,122
Transfers between funds  Net incoming resources before investment asset revaluations and disposals  Realised gain on disposals  Net incoming resources  (45,553)  1,499  (44,054)  Realised gain on disposals  Net incoming resources  (45,553)  1,918  (43,635)  Unrealised gain on investments  - 50  50  Net movement in funds  13 (45,553)  1,968  (43,585)  Funds at the start of the period   Funds transferred at 1 November 2004	Total resources expended	4.	111,359	106,374	217,733
Net incoming resources before investment asset revaluations and disposals  5 (45,553)  1,499 (44,054)  Realised gain on disposals  - 419 419  Net incoming resources (45,553)  Unrealised gain on investments - 50 50  Net movement in funds 13 (45,553)  Funds at the start of the period  Funds transferred at 1 November 2004	Net incoming resources before transfers		(62,010)	17,956	(44,054)
investment asset revaluations and disposals  Realised gain on disposals  Net incoming resources  Unrealised gain on investments  13 (45,553)  1,499 (44,054)  419  A19  Net incoming resources  (45,553)  1,918 (43,635)  50  Net movement in funds  13 (45,553)  1,968 (43,585)  Funds at the start of the period  Funds transferred at 1 November 2004	Transfers between funds		16,457	(16,457)	
Realised gain on disposals  Net incoming resources  (45,553)  Unrealised gain on investments  - 50  Net movement in funds  13 (45,553)  1,968 (43,585)  Funds at the start of the period  Funds transferred at 1 November 2004					
Net incoming resources (45,553) 1,918 (43,635) Unrealised gain on investments - 50 50  Net movement in funds 13 (45,553) 1,968 (43,585) Funds at the start of the period Funds transferred at 1 November 2004	disposals	5	(45,553)	1,499	(44,054)
Unrealised gain on investments - 50 50  Net movement in funds 13 (45,553) 1,968 (43,585)  Funds at the start of the period  Funds transferred at 1 November 2004	Realised gain on disposals		-	419	419
Net movement in funds  13 (45,553)  1,968 (43,585)  Funds at the start of the period  Funds transferred at 1 November 2004	Net incoming resources		(45,553)	1,918	(43,635)
Funds at the start of the period Funds transferred at 1 November 2004	Unrealised gain on investments		-	50	50
Funds transferred at 1 November 2004	Net movement in funds	13	(45,553)	1,968	(43,585)
	Funds at the start of the period		-	-	-
	Funds transferred at 1 November 2004 from the Besom Foundation		49,447	316,169	365,616

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the financial statements.

3,894

318,137

322,031

Funds at the end of the period

### The Besom (limited by guarantee)

### **Balance** sheet

As at 5 April	2005
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As at a April 2000			
	Note	£	2005 £
Fixed assets	•		<b>20.</b> 4
Tangible fixed assets	8		734
			734
Current assets	•	450	
Investments Debtors	9 10	450 42,640	
Cash at bank and in hand	.0	305,338	
		348,428	
Creditors: amounts due within 1 year	11	27,131	
Net current assets			321,297
Net assets	12		322,031
Funds	13		
Restricted funds			3,894
Unrestricted funds General funds			318,137
Total funds			322,031

Approved by the trustees on 5 December 2005 and signed on their behalf by

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James R. B. Odgers - Chair

### Notes to the financial statements

### For the period ended 5 April 2005

### 1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention, as modified by the revaluation of current asset investments and in accordance with applicable accounting standards and the Companies Act 1985. They follow the recommendations in the Statement of Recommended Practice, Accounting and Reporting by Charities (issued in October 2000).
- b) Donations and gifts are included in full in the statement of financial activities when receivable. Intangible income is recognised as an incoming resource, valued at the cost the Besom would otherwise have paid at a market rate, where the provider of the service has incurred a financial cost. One of the primary objects of The Besom is to give time. This is not included in the financial statements.
- c) Revenue grants are credited to the statement of financial activities when received or receivable whichever is earlier, unless they relate to a specific future economic period, in which case they are deferred.
- d) Legacy income is accounted for on a receivable basis. A legacy is considered receivable for the period only once the amount of receipt is known with certainty.
- e) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the following basis which are an estimate, based on staff time, of the amount attributable to each activity.

Giving money	24%
Positive recycling	49%
Time giver projects	17%
Support costs and Management and administration	10%

Management and administration costs include the management of the charitable company's assets, organisational management and compliance with constitutional and statutory

f) Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	4 years
Motor vehicles	4 years
Fixtures and fittings	4 years

Items of equipment are capitalised where the purchase price exceeds £2,000. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

### Notes to the financial statements

### For the period ended 5 April 2005

### 1. Accounting policies (continued)

- g) Grants payable are included in the statement of financial activities in the year in which they are approved for payment.
- h) Premises are leased at a peppercorn rent. No cost or related donation is recognised in respect of these leases. Any other operating costs associated with the premises are paid by the Besom and included within expenditure.
- i) 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 together with a fair allocation of management and support costs.
- j) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity.
- k) Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- I) Investments held as current assets are revalued at mid-market value at the balance sheet date.

Investments are included as current assets where there is an intention to sell them in the foreseeable future.

### 2. Donations, legacies and similar incoming resources

	Restricted \	Unrestricted	2005 Total
	£	£	£
Donations Donated services	49,249 	113,069 5,000	162,318 5,000
Total	49,249	118,069	167,318

### 3. Grants Payable

A total of 38 projects which received grants from The Besom were completed during the period 1 November 2004 to 5 April 2005. Of these 16 were in the UK and 22 were overseas. The largest such project involved £5,600, the smallest £623. No grants exceeding £5,600 were made. The average grant over the period was £2,472. A list of all such projects is available from the charity's headquarters upon application.

The Besom

Notes to the financial statements

# For the period ended 5 April 2005

## 4. Total resources expended

2005 total	43	65,336	12,060	602	5,670	3,502	1,987	930	8,751	5,000	508		169	104,354	889	6,270	1,906	217,733
Management and Idministration	£	2,762	•	•	•	•	•	1	3,360	1	1		•	1	1	•		6,122
Management roves and Support costs administration	£		1,045	9	548	350	1	930	5,391	5,000	•		17	1	•	565		13,906
Groves Fund Si	ભ	٠	1,608	ι	•	•	•	ı	•	t	ı		•	•	•	•		1,608
Besom in a suitcase	сH	14,892	•	•	ı	•	1	1	•	•	1		•	1	1	•	'	14,892
Time giver Face to Face projects Finance	ધ	16,557	•	•	193	1	•	1	•	1	ı		•	ı	1	1	'	16,750
Time giver F projects	લ	3,278	1,777	102	931	595	•		4		508		29	•		627	552	8,399
Positive recycling	स	20,500	5,122	296	2,684	1,717	1,987	1	r	ı	•		82	10,575	688	3,699	848	48,198
Giving money	ध	7,347	2,508	144	1,314	840	•	1	•	•	•		41	93,779	1	1,379	506	107,858
		Staff costs (note 6)	Other staff costs	Bank charges	Printing, postage and stationery	Telephone	Travel and motor expenses	Depreciation	Accountancy and audit fees	Legal and professional	Time giver costs	Computer maintenance and	equipment	Project grants	Warehouse costs	Insurance	Other costs	Total charitable expenditure

### Notes to the financial statements

### For the period ended 5 April 2005

5.	Net incoming resources for the period	
	This is stated after charging / crediting:	
		2005
		£
	Para dallar	000
	Depreciation	930 Nil
	Trustees' indemnity insurance	Nil
	Trustees' remuneration	Nil
	Trustees' reimbursed expenses Auditors' remuneration:	1411
	audit	3,360
	• other services	2,040
	under-accrual from previous period	2,525
	andor address north provided ported	
6.	Staff costs and numbers	
•	Staff costs were as follows:	
		2005
		£
	Salaries and wages	59,700
	Social security costs	5,636
		27.222
		<u>65,336</u>
	Total analyzante neid to stoff wore:	59,700
	Total emoluments paid to staff were:	39,100
	No employee earned more than £50,000 during the period.	
	No employee earned more than 250,000 during the period.	
	The average weekly number of employees (full-time equivalent) during the period was	as follows:
	The avoided troops the master of employees (tall and equities by animal energy and the property and the prop	
		2005
		No.
	Giving money	1.10
	Positive recycling	2.25
	Time giver projects	0.80
	FACE to Face Finance	1.80
	Besom in a suitcase	1.90
	Management and Administration	0.50
		Q 2£
		8.35

### Notes to the financial statements

### For the period ended 5 April 2005

### 7. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 8. Tangible fixed assets

	Motor	Computer I	Fixtures and	
	Vehicles	Equipment	fittings	Total
	£	£	£	£
Cost				
At the start of the period	<b></b>	-	-	-
Transfer of assets from the Besom				
Foundation	19,175	15,757	3,207	38,139
·				
At the end of the year	19,175	15,757	3,207	38,139
Depreciation				
At the start of the period	~	-	-	-
Transfer of depreciation from the Besom	40.554	44747	0.007	
Foundation	18,551	14,717	3,207	36,475
Charge for the period	624	306	<del></del>	930
At the end of the period	19,175	15,023	3,207	37,405
Net book value				
At the end of the period		734		734
At the start of the period	-	-	~	_
·				

### 9. Investments

Current asset investments	2005
	£
Market value at the start of the period	-
Transfer of assets from the Besom Foundation	3,002
Disposal proceeds	(3,021)
Realised gain	419
Unrealised gain	50
Market value at the end of the period	450
Historic cost at the end of the period	100

The Besom

### Notes to the financial statements

### For the period ended 5 April 2005

10. Debtors	2005 £
	£
Amounts due from subsidiaries	22,386
Prepayments	1,350
Other debtors	18,904
	42,640
11. Creditors: amounts due within 1 year	
The order of an outline and within a your	2005
	£
Taxation and social security	3,978
	16,120
Accruals	7,033
	27,131
<del></del>	27,131
12. Analysis of net assets between funds	7-4-1
Restricted General funds funds	Total funds
£ £	tunas £
t.	Z,
Tangible fixed assets - 734	734
	321,297
Net assets at the end of the period 3,894 318,137 3	322,031

### Notes to the financial statements

### For the period ended 5 April 2005

13. Movements in	fur	ıds
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movements in rands	Transferred at 1 November 2004 £	Incoming resources	Outgoing resources £	Transfers £	At the end of the period
Restricted funds: Administration fund FACE to Face	49,447 	49,249 100	(94,802) (16,557)		3,894
Total restricted funds	49,447	49,349	(111,359)	16,457	3,894
Unrestricted funds:					
General funds	316,169	124,799	(106,374)	(16,457)	318,137
Total funds	365,616	174,148	(217,733)		322,031

### Purposes of restricted funds

### Administration fund

This fund will be used to continue to cover the administrative and running costs of The Besom. It is a fundamental principle of the Besom that those who use its services do not have to pay towards the administration costs, and certain donors give funds specifically for this purpose.

### **FACE to Face**

FACE to Face provides loan capital and business training to the micro businesses of the poorest and most marginalised in the UK. These activities are carried out through FACE to Face Finance Limited, a subsidiary, and FACE to Face Capital Limited, a connected company, of The Besom (See note 14.) The expenditure relates to the payment of salaries of staff involved in the administration of FACE to Face Finance limited and FACE to Face Capital Limited.

### Notes to the financial statements

### For the period ended 5 April 2005

### 14. Subsidiary undertaking and connected companies

i) The Besom controls through common directors FACE to Face Finance Limited, a company limited by guarantee, incorporated in England and Wales. Relevant financial information regarding FACE to Face Finance Limited is as follows:

	2005 £	2004 £
Turnover Cost of sales	957 	1,093
Gross profit	957	1,093
Administrative expenses	(3,484)	(3,951)
Operating profit	(2,527)	(2,858)
Interest payable		
Loss for financial year	(2,527)	(2,858)

ii) One of the trustees of The Besom is also sole director and share holder of FACE to Face Group Limited, a dormant company.

As at 5 April 2004, Face to Face Group held the issued share capital of FACE to Face Support Limited, and the same individual is sole director of this company. FACE to Face Support has remained dormant during the period.

iii) FACE to Face Capital was activated on 24 May 2002. Share capital was issued to the trustees of The Besom, with subsequent transfers made as at 1 November 2004 as follows:

	At 6 April 2004	Transfer	At 5 April 2005
The Besom Foundation	1	(1)	-
The Besom charitable company	-	1	1
James R.B. Odgers	3	2	5
Mark Christopher Perrott	1	(1)	-
William John Briston	1	(1)	
	6		6

### Notes to the financial statements

### For the period ended 5 April 2005

### 14. Subsidiary undertaking and connected companies (cont.)

Shares previously held by FACE to Face Group were transferred to James Odgers and The Besom when the company was activated.

FACE to Face Capital continues the work of FACE to Face Finance, providing further loan finance to the businesses as they become more established.

Consolidated 'group' accounts have not been prepared as the results of FACE to Face Finance and FACE to Face Capital are not material to the group, either individually or in total.

### 15. Related party transactions

Amongst those who made grants towards the administration costs of The Besom are the trustees, and parties related to them.

The premises at 2 Crossland Place are leased from one of the trustees at a peppercorn rent.

### 16. Transfer of assets

During 2003 the trustees resolved to transfer the activities of the Besom Foundation into a new charitable company limited by guarantee. The new company was registered on 23 April 2004, and registered as a charity on 28 May 2004. All other procedures necessary to set up the new company were completed during 2004. The assets and liabilities of the Besom Foundation were transferred to the new charitable company, 'The Besom' on 1 November 2004. There have been no changes to the activities undertaken by the charity.

The Besom

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 5 April	2005
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Restricted   Restricted   E   E   E   E   E   E   E   E   E	This does not form and of the could describe the second					
Restricted   E   E   E   E   E   E   E   E   E	This does not form part of the addited imancial st	atements		2005	2004	
Denoming resources   Donations, legacies & similar incoming resources   S5,880   227,900   283,780   303,544   Activities in furtherance of the charity's objects:		Restricted	Unrestricted	Total		
Donations, legacies & similar incoming resources   55,880   227,900   283,780   303,544   Activities in furtherance of the charity's objects:		£	£	£	£	
PESOURCES   S5,880   227,900   283,780   303,544   Activities in furtherance of the charity's objects: Time Giver projects   -	<del>_</del>		•			
Activities in furtherance of the charity's objects:	•	55.000	007.000	***	200 =	
Time Giver projects FACE to Face Finance Groves Fund         100 7,574         -         100 400 7,574         400 3,381           Investment income Other Income         -         13,572 6,687         13,572 6,687         21,305 467           Other Incoming resources         63,554         248,159         311,713         331,300           Charitable expenditure Giving money         23,816 6,516         228,617 30,852         252,433 95,368         597,317 46,543           Positive recycling FACE to Face Finance         43,530 43,723         193 43,723         46,543 46,543           Time giver projects         19,009 9,473         28,482 27,394 FACE to Face Finance         43,530 43,723         193 43,723         40,704 40,203 40		55,880	227,900	283,780	303,544	
FACE to Face Finance Groves Fund   7,574   - 7,574   3,381     Investment income   - 13,572   13,572   21,305     Other Income   - 6,687   6,687   467     Total incoming resources   63,554   248,159   311,713   331,300     Charitable expenditure   Giving money   23,816   228,617   252,433   597,317     Positive recycling   64,516   30,852   95,368   46,543     Time giver projects   19,009   9,473   28,482   27,394     FACE to Face Finance   43,530   193   43,723   40,704     Groves Fund   12,628   1,608   14,236   10,203     Besom in a suitcase   33,104   - 33,104   20,994     Support costs   15,452   - 15,452   70,052     Management and administration   10,794   16,276   27,070   13,884    Total resources expended   222,849   287,019   509,868   827,091    Transfer between funds   24,270   (24,270)      Net incoming resources before investment asset revaluations and disposals   (135,025)   (63,130)   (198,155)   (495,791)    Realised gain / (loss) on investments   419   -   419   -    Net incoming resources   (134,606)   (63,130)   (197,736)   (495,791)    Unrealised gain / (loss) on investments   50   (147)   (97)   1,937    Net movement in funds   (134,556)   (63,277)   (197,833)   (493,854)    Funds at the start of the year   138,919   380,945   519,864   1,013,718					2 202	
Groves Fund         7,574         -         7,574         3,381           Investment income         -         13,572         13,572         21,305           Other Income         -         6,687         6,687         467           Total incoming resources         63,554         248,159         311,713         331,300           Charitable expenditure           Giving money         23,816         228,617         252,433         597,317           Positive recycling         64,516         30,852         95,368         46,543           Time giver projects         19,009         9,473         28,482         27,394           FACE to Face Finance         43,530         193         43,723         40,704           Groves Fund         12,628         1,608         14,236         10,203           Besom in a sultcase         33,104         -         33,104         20,994           Support costs         15,452         -         15,452         70,052           Management and administration         10,794         16,276         27,070         13,884           Total resources expended         222,849         287,019         509,868         827,091						

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above.

The above information represents the consolidated activity of the Besom Foundation (charity) and The Besom (charitable company) for the 12 months ended 5 April 2005. This information is for comparative purposes only and does not form part of the audited financial statements.