

5164776

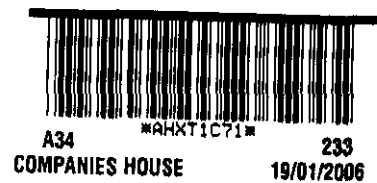
**BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)**

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**REPORT AND ACCOUNTS  
FOR THE PERIOD TO 31 MARCH 2005**

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Stewardship  
PO Box 99  
Loughton  
Essex IG10 3QJ



## **BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)**

**FOR THE PERIOD TO 31 MARCH 2005**

### **COMPANY INFORMATION**

<b>Directors/Trustees</b>	Rev. Penny Marsh (Chairperson) Pam Bertrand (resigned July 2005) Daniel Brewer (Treasurer) Olive Harrison (Secretary) Loma Hughes David Mann (appointed June 2005) Margaret Smith (died October 2004) Christopher Wade (appointed June 2005) June Welcome
<b>Project Manager</b>	Ruth Noel
<b>Governing Document</b>	Memorandum and Articles of Association Incorporated 28 June 2004
<b>Company Registration Number</b>	5164776
<b>Charity Registration Number</b>	1104929
<b>Registered Office</b>	Olive Cottage Station Road St Margaret's at Cliffe, Kent, CT15 6AY
<b>Independent Examiner</b>	Stephen Mathews FCA Stewardship P O Box 99 Loughton Essex IG10 3QJ
<b>Bankers</b>	Alliance & Leicester Commercial Bank plc BBAM, Bridge Road Bootle Merseyside GIR 0AA

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## **BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)**

### **REPORT OF THE DIRECTORS FOR THE PERIOD TO 31 MARCH 2005**

The Directors have pleasure in submitting the Report and Accounts for the period from incorporation (28 June 2004) to 31 March 2005.

#### **Objects of the charity**

The Trust seeks to demonstrate the Christian faith in action by providing community facilities for recreation and other leisure-time occupation, to relieve persons who are in conditions in need or hardship and to advance education in accordance with Christian principles.

#### **Government**

The policy and operating decisions of the charity rest with the Directors who meet regularly to monitor the activities of the Company.

#### **Review of Activities**

- Official Launch of Bridges Community Project (November 2004)
- Weekly Parent and Toddler Group
- Weekly Community Drop in Sessions started
- Weekly Messy Play Sessions for under 5's (in partnership with Early Start)
- Weekly children's Craft club for 7-11 year olds
- Weekly Juice Bar (in partnership with Community Food Enterprise)
- Weekly Minibus Service to ASDA for elderly residents
- Weekly all age Family Craft sessions (summer 2005)
- Adult Keep Fit classes (in partnership with NEWCEYS)
- Monthly Over 55's group
- First Aid Workshop for parents
- 5 family day trips (summer 2005)
- 5 Play in the Park family sessions (summer 2005)
- 3 Community "surgeries" with local police, MP and Councillors
- Children's Christmas Activity Session
- Participation in 2 local Fun Days
- Production and distribution of publicity brochures
- Signposting Area set up
- Refurbishment of Premises

#### **Financial Review**

During the year generous grant funding was received from the London Borough of Newham, the Shaftsbury Society, Lloyds TSB and other support from the following:

London Baptist Association

NEWCEYS

East Thames Housing

CPM

The Well Community Centre

Community Chest Fund

River Church, Canning Town

Newham Voluntary Sector Consortium

Quaystone Christian Fellowship

Early Start (South Canning Town)

Transform Newham

Womens Resource Centre

Viewfield Baptist Church  
Tudor Trust  
Royal Docks Trust  
Docklands Light Railway  
AMEC

Thames Barrier Park  
Community Links  
Community Food Enterprise

This support has enabled the charity to meet its first year costs of operation without seriously reducing the reserves held.

### **Reserves Policy**

Pending a review, the Board of Directors have established an interim policy whereby free reserves held by the charity should be maintained at a minimum of 1 years rent plus 3 months of operational costs - equivalent currently to approximately £15,000.

### **Risk Statement**

The Directors have reviewed the risks to which a small charity operating+A25 in an area of political, social and economic volatility is exposed. Appropriate procedures are in place to identify, monitor and review these risks on a regular basis.

### **Directors' Responsibilities**

Charity law requires us as Directors to prepare financial statements for each accounting year which give a true and fair view of the state of the company and of its income and expenditure for the year.

We are required to:

1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities

### **Approval**

This report was approved by the Directors on 21/12/2005 and signed on their behalf by:

P. E. North

**Independent Examiner's Report  
To the Directors of**

**BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)**

I have examined the accounts for the period ended 31 March 2005 on pages 5 to 9 following which have been prepared on the basis of the accounting policies set out on page 7.

**Respective Responsibilities of Directors and Examiner**

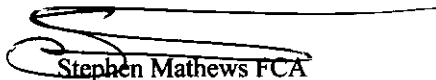
The Directors of the charity are responsible for the preparation of accounts; they consider that the audit requirements under section 43(2) of the Charities Act 1993 and under section 249(3) & 3(a) of the Companies Act 1985 do not apply. I have been appointed to conduct an Independent Examination equivalent to that required by section 43 of the Charities Act, 1993 for unincorporated charities and to report in accordance with the regulations made under section 44 of that Act. It is my responsibility to examine the accounts, without performing an audit, and to report to the Directors.

**Basis of Examiner's Statement**

This report is in respect of an examination carried out under section 43 of the Charities Act 1993, and in accordance with the general directions given by the Charity Commissioners. 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 a review of the accounts and making such enquiries as are necessary for the purpose of this report. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

**Examiner's Statement**

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, accounting records have not been kept in accordance with section 221 of the Companies Act 1985, or that the accounts presented do not accord with those records, or comply with the accounting requirement of the Companies Act 1985. No matter has come to my notice in connection with my examination to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts.

  
Stephen Mathews FCA

For and on behalf of:  
Stewardship  
P O Box 99  
Loughton  
Essex IG10 3QJ

30 December 2005

**BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE PERIOD TO 31 MARCH 2005**

**SUMMARY OF INCOME AND EXPENDITURE ACCOUNT**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2005 £
<b>INCOMING RESOURCES</b>				
<i>Charitable Income</i>				
Gifts & donations	2	36,704	650	37,354
<i>Other income</i>				
Sundry income		300	-	300
Total Incoming Resources		37,004	650	37,654
<b>RESOURCES EXPENDED</b>				
<i>Expenditure in furtherance of charitable activities</i>				
Direct charitable costs	3	34,525	650	35,175
Support costs & administration	4	3,287	-	3,287
Total Resources Expended		37,812	650	38,462
<b>Net Movement in Funds</b>		(808)	-	(808)
Funds transferred on incorporation		13,732	-	13,732
<b>Fund balances at 31 March 2005</b>		12,924	-	12,924

Movements on reserves and all recognised gains and losses are shown above.

The notes on page 7-9 form part of these accounts.

# BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)

## BALANCE SHEET AS AT 31 MARCH 2005

	Note	2005 £
<b>FIXED ASSETS</b>	6	2,097
<b>CURRENT ASSETS</b>		
Debtors	7	4,406
Cash at bank	8	<u>7,083</u>
		11,489
<b>CURRENT LIABILITIES</b>		
Liabilities falling due within one year	9	<u>662</u>
Net Current Assets		10,827
<b>NET ASSETS</b>		<u><u>12,924</u></u>
<b>FUND BALANCES</b>		
Unrestricted funds		
General Funds	11	12,924
Restricted Funds	11	<u>-</u>
		<u><u>12,924</u></u>

*For the year ended 31 March 2005, the company was entitled to the exemption from audit under Section 249a(1) of the Companies Act 1985 and no notice from the members has been deposited under Section 249B(2)*

*The Directors acknowledge their responsibility for:*

- ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985,*
- preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its income and expenditure for the financial year in accordance with the requirement of Section 226, and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as it applies to the company.*
- preparing the accounts in accordance with the special provisions in Part VII of the Companies Act 1985 relating to small companies, and with the Financial Reporting Standards for Smaller Entities.*

Approved by the Directors and signed on their behalf on the 21 December 2005 by:

P. E. Marsh.

PENNY MARSH.

The notes on page 7-9 form part of these accounts.

# BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)

## NOTES TO THE ACCOUNTS FOR THE PERIOD TO 31 MARCH 2005

### 1 Accounting Policies

The accounts have been prepared under the historic cost convention, in accordance with applicable accounting standards and follow the Statement of Recommended Practice: Accounting by Charities. The following are the accounting policies which have been applied in dealing with material items:-

a) Donated and grant income:

Donated income and grants receivable are taken into account when received by the charity. Income received in circumstances where a claim for repayment of tax has been or will be made to the Inland Revenue is grossed up for the tax recoverable. Any amount of tax reclaimed from the Inland Revenue but not yet received is shown within the charity's debtors.

b) Other income and expenditure:

Investment income is taken in to account when receivable and expenditure, including irrecoverable VAT, when incurred by the charity, regardless of when payment is made. Grants payable are taken in to account at the earlier of when they are paid or become legally enforceable.

c) Funds:

Unrestricted funds are donations and other income received or generated for the objects of the charity without specified purpose and are available for purposes as directed by the trustees. Restricted funds are amounts received where the donor has specified the purpose for which it should be used.

d) Fixed assets and depreciation:

Fixed assets acquired for use by the company are capitalised and depreciated over their estimated useful life unless they cost less than £250 when they are written off on purchase.

Depreciation periods are as follows:

Computer & equipment	3-5 years
Furniture & fixtures	4-10 years

e) Pension costs:

The company operates a defined contribution scheme for certain of its employees. Pension premiums are charged as they are paid.

f) The company is a registered charity and is exempt from taxation under the Income & Corporation Taxes Act

g) The company has taken advantage of the exemption provided by the Financial Reporting Standard 1 and has not prepared a Cash Flow Statement for the year.

### 2 Gifts & donations

	Unrestricted Funds	Restricted Funds	Total 2005
	£	£	£
Grants: London Borough of Newham	27,403	0	27,403
Shaftesbury Society	3,000	0	3,000
Lloyds TSB	2,500	0	2,500
Other donations	3,801	650	4,451
	<u>36,704</u>	<u>650</u>	<u>37,354</u>

### 3 Direct Charitable Costs

	Unrestricted Funds	Restricted Funds	Total 2005
	£	£	£
Rent	3,568	0	3,568



# BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)

## NOTES TO THE ACCOUNTS FOR THE PERIOD TO 31 MARCH 2005

Rates and service charges	1,860	0	1,860
Cleaning and maintenance	328	0	328
Employment costs (note 5)	24,503	0	24,503
Training and conference	203	650	853
Activity expenses	1965	0	1,965
Insurance	313	0	313
Marketing	703	0	703
Travelling expenses	270	0	270
Books and subscriptions	146	0	146
Depreciation	666	0	666

34,525	650	35,175
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### 4 Support & Administration

	£	£	£
Administration fees	1457	0	1457
Printing, postage and stationery	407	0	407
Telephone	592	0	592
Sundry expenses	241	0	241
Accounts & examination	590	0	590
	3,287	0	3,287

### 5 Staff & Trustees

The charity has one full time equivalent employed staff. Its activities are generally carried out by volunteers. No staff received salaries at a rate of more than £50,000 per annum.

No remuneration was paid to any trustee during the year nor to any person connected to them.

### 6 Tangible Fixed Assets

	Computer & equipment £	Furniture & fixtures £	Total 2005 £
Cost			
Additions	2,277	486	2,763
At 31 March 2005	2,277	486	2,763
Accumulated Depreciation			
Charge for the year	569	97	666
At 31 March 2005	569	97	666
Net book value			
At 31 March 2005	1,708	389	2,097

### 7 Debtors and Prepayments

	£
Prepayments	4,406
	4,406

### 8 Cash at Bank and in Hand

£

# BRIDGES COMMUNITY PROJECT (ROYAL DOCKS)

## NOTES TO THE ACCOUNTS FOR THE PERIOD TO 31 MARCH 2005

Bank operating accounts	7,083
	<u>7,083</u>

### 9 Creditors: liabilities falling due within one year

Accruals	£
	662
	<u>662</u>

### 10 Operating lease commitments

The charity has entered into a 5 year lease ending in December 2009 of £5,875 per annum.

### 11 Funds

The restricted funds represent amounts received for specific purposes and the movements in the year are as follows:

	Opening balance £	Incoming resources £	Outgoing resources £	Closing balance £
Sundry donations from Royal Docks Community Church and East Thames	0	650	650	0
	<u>0</u>	<u>650</u>	<u>650</u>	<u>0</u>
General Fund	13,732	37,004	37,812	12,924
	<u>13,732</u>	<u>37,654</u>	<u>38,462</u>	<u>12,924</u>

The assets and liabilities represented by the various funds are as follows:

	Fixed assets £	Bank & cash balances £	Other net assets £	Total £
Restricted funds	0	0	0	0
Unrestricted funds	2,097	7,083	3,744	12,924
	<u>2,097</u>	<u>7,083</u>	<u>3,744</u>	<u>12,924</u>

### 11 Members

Each member of the company commits to contribute if the charity is wound up an amount of £10.