

**REGISTERED COMPANY NUMBER: 05514023 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1111085**

**Report of the Trustees and**  
**Unaudited Financial Statements For The Year Ended 30 September 2009**  
**for**  
**The Knowle Society**

West - Chartered Accountants  
Office 2 Greswolde House  
197 b Station Road  
Knowle  
Solihull  
West Midlands  
B93 0PU



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**for the Year Ended 30 September 2009**

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## **The Knowle Society**

### **Report of the Trustees** **for the Year Ended 30 September 2009**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2009. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
05514023 (England and Wales)

**Registered Charity number**  
1111085

**Registered office**  
c/o West - Chartered Accountants  
Office 2 Greswolde House  
197b Station Road  
Knowle, Solihull  
West Midlands  
B93 0PU

#### **Trustees**

P Ewin (Chairman)	
A Marston (Hon. Sec)	
P Johnson (Hon. Treas)	
D Bower	
A Coleman	- resigned 22.12.08
P Ellis	- resigned 24.11.08
J Erzen	- appointed 24.11.08
L Jones	
S Lea	- resigned 24.11.08
G Masters	
D Mellor	- resigned 24.11.08
D A Pinwell	
C Robinson	- appointed 24.11.08
J Rowley	
I Simmonds	- appointed 7.9.09
B Smart	- appointed 13.5.09
C Smith	- resigned 24.11.08
A Smith	

**Company Secretary**  
P Johnson (Hon. Treas)

**Independent Examiner**  
West - Chartered Accountants  
Office 2 Greswolde House  
197 b Station Road  
Knowle  
Solihull  
West Midlands  
B93 0PU

**Report of the Trustees**  
**for the Year Ended 30 September 2009**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Lloyds TSB Plc  
9/11 Poplar Road  
Solihull  
B91 3AN

National Savings & Investments  
Glasgow  
G58 1SB

COIF Charity Funds  
80 Cheapside  
London  
EC2V 6DZ

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

## The Knowle Society

### Report of the Trustees for the Year Ended 30 September 2009

#### **OBJECTIVES AND ACTIVITIES**

Report of the Trustee Directors

For the year ended 30th September 2009

The objects of the Society, in the governing Memorandum, are:

1. To secure the preservation, protection, development and improvement of features of general public amenity or historic or public interest in the area of benefit or adjacent areas. (The area of benefit is the ecclesiastical parish of Knowle)
2. To educate the public in the geography, history, natural history and architecture of the area of benefit.
3. To promote a high standard of planning and architecture in or affecting the area of benefit and to oppose any inappropriate developments.

These objects have been achieved, largely, through the work of committees viz: Planning, Community Services, Environment, Local History, Meetings and Social and Walks. Information on the Society's activities has been publicised through the Newsletter, the Society's Website and the local media. Our involvement with the Festival in the Park and in the switching on of the Christmas Lights in the High Street have been well supported and widely appreciated

Several of our Committees maintain close contacts with a number of local organisations and bodies. These include Solihull M.B.C., the Police, Public Transport providers, Birmingham Airport and the local traders. This ensures that the views of the Society are heard in all relevant activities so fulfilling the mission of the Society to maintain the character of the village.

The Local History committee also maintains contact with appropriate organisations. It manages, on behalf of the Trustee Directors, a collection of documents and artefacts relating to the village and also arranges regular exhibitions of local interest in the Committee's Centre in Knowle Library.

The Meetings and Social and the Walks committees arranged well supported programmes of talks and walks throughout the year.

In addition to these ongoing activities the Planning Committee has been particularly busy this year considering proposals for two new supermarkets locally and also for the provision of berthing facilities on the local canal. Regular contact is maintained with the Solihull Council's Planning Department and representations made to the Council when appropriate. The Trustee Directors are also grateful for the advice and assistance given to the Society by the local Councillors on planning and other matters

We continue to be an active participant in the Knowle Green Community Project. This involves the redevelopment of the former toilet block at the junction of Station Road and the High Street. Plans are currently being drawn up for consideration by the various parties involved and to enable the necessary (and substantial) funding to be obtained. We have also been heavily involved in the Safer Routes to School scheme involving the pupils of Arden School. These plans caused much controversy and the Society arranged a public meeting so that local residents could meet the Officers of the local authority to discuss the plans. In the event the decision reached by the Council to implement only part of the scheme was considered to be a fair one in all the circumstances.

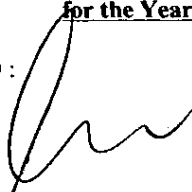
The Trustee Directors, through the committee Chairmen, carry out an annual risk assessment to ensure that all possible steps are taken to minimise risks to the Society's assets and to those who take part in our activities.

The Reserves Policy of the Society is that sufficient funds are retained to cover a minimum of an average year's expenditure. It will be seen that the Reserves at present represent more than two years' average expenditure. The reasons for this are explained in Note 8 on page 11.

Gifts in Kind. The Trustee Directors and many other volunteers freely give of their time and respective expertise. It is not considered meaningful to place an accurate value on this gift.

Report of the Trustees  
for the Year Ended 30 September 2009

ON BEHALF OF THE BOARD :



P Ewin (Chairman) - Trustee

18 November 2009



**Independent Examiner's Report to the Trustees of**  
**The Knowle Society**

I report on the accounts for the year ended 30 September 2009 set out on pages six to eleven.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors 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 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

**Basis of the 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 seeking 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 statements below.

**Independent examiner's statement**

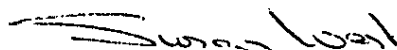
In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.



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18 November 2009

**Statement of Financial Activities**  
**for the Year Ended 30 September 2009**

	Notes	Unrestricted funds £	Restricted funds £	30.9.09 Total funds £	30.9.08 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		9,669	-	9,669	8,265
Activities for generating funds	2	1,382	-	1,382	1,645
Investment income	3	596	29	625	545
<b>Total incoming resources</b>		<b>11,647</b>	<b>29</b>	<b>11,676</b>	<b>10,455</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		3,412	-	3,412	3,597
<b>Charitable activities</b>					
Charitable activities		3,545	600	4,145	3,789
<b>Governance costs</b>		<b>837</b>	<b>-</b>	<b>837</b>	<b>664</b>
<b>Total resources expended</b>		<b>7,794</b>	<b>600</b>	<b>8,394</b>	<b>8,050</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>					
		<b>3,853</b>	<b>(571)</b>	<b>3,282</b>	<b>2,405</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>16,612</b>	<b>994</b>	<b>17,606</b>	<b>15,201</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>20,465</b>	<b>423</b>	<b>20,888</b>	<b>17,606</b>

The notes form part of these financial statements



**Balance Sheet**  
**At 30 September 2009**

	Notes	Unrestricted funds £	Restricted funds £	30.9.09 Total funds £	30.9.08 Total funds £
<b>CURRENT ASSETS</b>					
Stocks		774	-	774	1,032
Debtors	5	510	-	510	144
Cash at bank		19,181	423	19,604	17,301
		<u>20,465</u>	<u>423</u>	<u>20,888</u>	<u>18,477</u>
<b>CREDITORS</b>					
Amounts falling due within one year	6	-	-	-	(871)
<b>NET CURRENT ASSETS</b>		<u>20,465</u>	<u>423</u>	<u>20,888</u>	<u>17,606</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>20,465</u>	<u>423</u>	<u>20,888</u>	<u>17,606</u>
<b>NET ASSETS</b>		<u>20,465</u>	<u>423</u>	<u>20,888</u>	<u>17,606</u>
<b>FUNDS</b>					
Unrestricted funds	7			20,465	16,612
Restricted funds				423	994
<b>TOTAL FUNDS</b>				<u>20,888</u>	<u>17,606</u>

The notes form part of these financial statements

**The Knowle Society**

**Balance Sheet - continued**  
**At 30 September 2009**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2009.

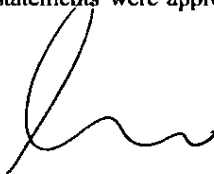
The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2009 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

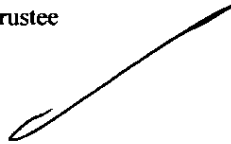
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 18 November 2009 and were signed on its behalf by:



P Ewin (Chairman) -Trustee



The notes form part of these financial statements

**Notes to the Financial Statements**  
**for the Year Ended 30 September 2009**

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

**2. ACTIVITIES FOR GENERATING FUNDS**

	30.9.09	30.9.08
	£	£
Walks & visits	222	59
Social events	79	605
Local history centre	-	15
Guides	416	937
DVD's	665	29
	<u>1,382</u>	<u>1,645</u>

**3. INVESTMENT INCOME**

	30.9.09	30.9.08
	£	£
Bank interest	<u>625</u>	<u>545</u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30 September 2009 nor for the year ended 30 September 2008.

**Trustees' Expenses**

There were no trustees' expenses paid for the year ended 30 September 2009 nor for the year ended 30 September 2008.

**Notes to the Financial Statements - continued  
for the Year Ended 30 September 2009**

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.9.09 £	30.9.08 £
Other debtors	<u>510</u>	<u>144</u>

**6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	30.9.09 £	30.9.08 £
Other creditors	<u>-</u>	<u>871</u>

**7. MOVEMENT IN FUNDS**

	At 1.10.08 £	Net movement in funds £	At 30.9.09 £
<b>Unrestricted funds</b>			
General fund	16,612	3,151	19,763
Derek Mellor Fund	-	702	702
	<u>16,612</u>	<u>3,853</u>	<u>20,465</u>
<b>Restricted funds</b>			
Eva Wootton Fund	794	(577)	217
SUSTAiN Award	200	6	206
	<u>994</u>	<u>(571)</u>	<u>423</u>
<b>TOTAL FUNDS</b>	<u>17,606</u>	<u>3,282</u>	<u>20,888</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	10,945	(7,794)	3,151
Derek Mellor Fund	702	-	702
	<u>11,647</u>	<u>(7,794)</u>	<u>3,853</u>
<b>Restricted funds</b>			
SUSTAiN Award	6	-	6
Eva Wootton Fund	23	(600)	(577)
	<u>29</u>	<u>(600)</u>	<u>(571)</u>
<b>TOTAL FUNDS</b>	<u>11,676</u>	<u>(8,394)</u>	<u>3,282</u>

**Notes to the Financial Statements - continued**  
**for the Year Ended 30 September 2009**

**8. TOTAL FUNDS**

The current level of the Society's Reserves is higher than might have been expected but it should be borne in mind that the Society has provisionally agreed to provide a contribution of £5,000 towards the costs of the Knowle Green Community Project. In addition the trustee directors are actively looking at other areas of substantial expenditure which will deplete the Reserves still further.

**Detailed Statement of Financial Activities**  
**for the Year Ended 30 September 2009**

	30.9.09 £	30.9.08 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations	607	5
Subscriptions	7,687	7,043
Competition prize from SUSTAIN	-	200
Taxation refund	1,375	1,017
	<hr/> 9,669	<hr/> 8,265
<b>Activities for generating funds</b>		
Walks & visits	222	59
Social events	79	605
Local history centre	-	15
Guides	416	937
DVD's	665	29
	<hr/> 1,382	<hr/> 1,645
<b>Investment income</b>		
Bank interest	625	545
	<hr/>	<hr/>
<b>Total incoming resources</b>	11,676	10,455
<b>RESOURCES EXPENDED</b>		
<b>Costs of generating voluntary income</b>		
Meeting expenses	298	558
Social events & visits	317	633
Newsletter	1,989	1,656
Advertising	263	327
Guides & DVD's	398	285
Gifts & hospitality	147	138
	<hr/> 3,412	<hr/> 3,597
<b>Charitable activities</b>		
Local history centre	693	796
Christmas expenses	498	498
Capital expenditure	899	1,605
Festival in the Park	559	-
Other charitable activities	1,496	890
	<hr/> 4,145	<hr/> 3,789
<b>Governance costs</b>		
Insurance	230	230
Guild House-Trustees' Meetings	180	220
Post, stationery & sundries	427	214
	<hr/> 837	<hr/> 664

This page does not form part of the statutory financial statements

**The Knowle Society**

**Detailed Statement of Financial Activities**  
**for the Year Ended 30 September 2009**

	<b>30.9.09</b>	<b>30.9.08</b>
	<b>£</b>	<b>£</b>
<b>Total resources expended</b>	<b>8,394</b>	<b>8,050</b>
<b>Net income</b>	<b>3,282</b>	<b>2,405</b>

This page does not form part of the statutory financial statements