Report of the Trustees and
Financial Statements For The Period 1 September 2005 to 31 December 2006

for
The Bren Project



Lerman Quaile 56 Hamilton Square Birkenhead Merseyside CH41 5AS

# Contents of the Financial Statements for the Period 1 September 2005 to 31 December 2006

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# Report of the Trustees

for the Period | September 2005 to 31 December 2006

The trustees who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the period 1 September 2005 to 31 December 2006. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### INCORPORATION

The charitable company was incorporated on 1 September 2005 and commenced trading on 1 December 2005.

# REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

5551999

# Registered Charity number

1111644

# Registered office

6 Coltsfoot Close Huntington Chester Cheshire CH3 6DU

#### Trustees

S Brayford Ms J Bryson J Keeling Ms H E Marriott Financial Advisor

- appointed 1.9.05 - appointed 1.9.05

Lecturer Teacher

- appointed 1.9.05

Laboratory

- appointed 1.9.05

Technician

## Company Secretary

P C Sackett

## STRUCTURE, GOVERNANCE AND MANAGEMENT

# Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 1985.

# Recruitment and appointment of new trustees

Membership is open to individuals or organisations which apply to the Charity in the form required by the Trustees and are approved by the Trustees as set out in the Charity's governing document. All new staff recruitment shall follow the guidelines laid out in the recruitment and selection policy.

### Related parties

During the period covered by this report the Charity has not undertaken any transactions with related parties.

#### 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.

### OBJECTIVES AND ACTIVITIES

## Objectives and aims

The Charity's objects shall be to develop the capacity and skills of those members of the general public living in Cheshire and Staffordshire who have disabilities, or who are at a social disadvantage, by giving an opportunity for supported training, work experience and employment, so that such persons can develop their physical, mental and spiritual capacities and as individuals and members of society improve their conditions of life.

#### Volunteers

The Bren Project has six active volunteers but will seek to greatly increase that number as the Charity develops.

# Report of the Trustees

for the Period 1 September 2005 to 31 December 2006

# ACHIEVEMENT AND PERFORMANCE

# Charitable activities

We have secured funding to employ three part time staff to begin to deliver a pilot supported employment project for people with learning disabilities starting in summer 2007 in Cheshire.

# FINANCIAL REVIEW

## Reserves policy

The Charity will aim to hold unrestricted general reserves equal to six months overall running costs.

# Principal funding sources

To date our funding has been obtained from trust funds and the Lottery fund. We will seek to diversify and develop our fundraising approach with the development of a new fundraising strategy over the next twelve months.

# ON BEHALF OF THE BOARD:

18 January 2007

Report of the Accountants to the Trustees of The Bren Project

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As described on the balance sheet you are responsible for the preparation of the financial statements for the period ended 31 December 2006 set out on pages four to seven and you consider that the company is exempt from an audit.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Lerman Quaile 56 Hamilton Square Birkenhead Merseyside

18 January 2007

CH41 5AS

Statement of Financial Activities
for the Period 1 September 2005 to 31 December 2006

		Unrestricted funds	Restricted funds	Total funds
	Notes	£	£	£
INCOMING RESOURCES Incoming resources from generated funds Voluntary income	2	3,900	18,700	22,600
RESOURCES EXPENDED Costs of generating funds Investment management costs	3	434	2,071	2,505
NET INCOMING RESOURCES		3,466	16,629	20,095
RECONCILIATION OF FUNDS				
TOTAL FUNDS CARRIED FORWARD		3,466	16,629	20,095

Balance Sheet
At 31 December 2006

	Notes	Unrestricted funds £	Restricted funds £	Total funds £
FIXED ASSETS Tangible assets	5		1,000	1,000
CURRENT ASSETS Cash in hand		3,466	15,629	19,095
NET CURRENT ASSETS		3,466	15,629	19,095
TOTAL ASSETS LESS CURRENT LIABILITIES		3,466	16,629	20,095
NET ASSETS		3,466	16,629	20,095
FUNDS Unrestricted funds Restricted funds				3,466 16,629
TOTAL FUNDS				20,095

The charitable company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the period ended 31 December 2006.

The trustees have not required the charitable company to obtain an audit of its financial statements for the period ended 31 December 2006 in accordance with Section 249B(2) of the Companies Act 1985.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section221 of theCompanies Act 1985 and
- 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 Section226 and which otherwise comply with the requirements of the Companies Act 1985 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 VII of the Companies Act 1985 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

The financial statements were approved by the Board of Trustees on 18 January 2007 and were signed on its behalf by:

S Brayford -Trustee

Ms J. Bryson - Frustee

# Notes to the Financial Statements

for the Period 1 September 2005 to 31 December 2006

#### ACCOUNTING POLICIES 1.

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 January 2005) 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its useful economic life.

Plant and machinery etc

- 33% on cost

#### 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.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

#### **VOLUNTARY INCOME** 2.

	Period 1.9.05
	to
	31.12.06
	£
Grants	22,600

#### INVESTMENT MANAGEMENT COSTS 3.

	1.9.05
	to
	31.12.06
	${\mathfrak L}$
Administrative expenses	434
Administrative expenses	2,029
Administrative expenses	42
Additional to expenses	
	2,505

Period

#### TRUSTEES' REMUNERATION AND BENEFITS 4.

There were no trustees' remuneration or other benefits for the period ending 31 December 2006.

Notes to the Financial Statements - continued for the Period 1 September 2005 to 31 December 2006

# 4. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' Expenses

There were no trustees' expenses paid for the period ending 31 December 2006.

5.	TANGIBLE FIXED ASSETS			Plant and machinery etc
	COST Additions			1,000
	NET BOOK VALUE At 31 December 2006			1.000
6.	MOVEMENT IN FUNDS		Net movement	
		At 1.9.05 £	in funds £	At 31,12.06 £
	Unrestricted funds General fund	- -	3,466	3,466
	Restricted funds Awards For All R II Willis	-	2,971 458 13,200	2,971 458 13,200
	Lloyds TSB		16,629	16.629
	TOTAL FUNDS	-	20,095	20.095
	Net movement in funds, included in the above are as follows:			
		Incoming Resources £	Resources Expended £	Movement in funds
	Unrestricted funds General fund	3,900	(434)	3,466
	Restricted funds Awards For All R II Willis Lloyds TSB	5,000 500 13,200	(2,029) (42)	
		18,700	(2,071)	16,629
	TOTAL FUNDS	22,600	(2,505)	20.095