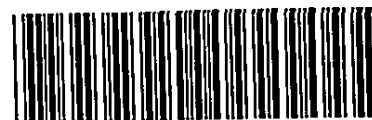


Charity number: 1111644
Company number: 05551999

The Bren Project
(A company limited by guarantee)
Trustees' report and financial statements
for the year ended 31 December 2011

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The Bren Project
(A company limited by guarantee)

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The Bren Project
(A company limited by guarantee)

Legal and administrative information

Charity number 1111644

Company registration number 05551999

Business address Dee House
67 Hoole Road
Chester
CH2 3NJ

Registered office Cholmondeley House
Dee Hills Park
Chester
CH3 5AR

Trustees J Keeling
S Brayford
D G Jamieson
R Wells
G Wells

Appointed April 2010

Secretary S Brayford

Accountants Hargreaves & Woods
Cholmondeley House
Dee Hills Park
Chester
CH3 5AR

Bankers Barclays Bank plc
30 St Werburgh Street
Chester
CH1 2DY

The Bren Project
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 December 2011

The trustees present their report and the financial statements for the year ended 31 December 2011. The trustees, who are also directors of The Bren Project for the purposes of company law and who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

The charity is controlled by its Memorandum and Articles of Association, and is 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 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.

The Bren Project

(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)

for the year ended 31 December 2011

Objectives and activities

Chair of Trustees Report

2011 has been a year of contrasts for The Bren Project. Buoyed by the support and opportunity afforded by Big Lottery funding at the outset of the year, we were naturally disappointed when, in the autumn, they felt unable to continue their generous financial backing for a further period.

We recognise that these are difficult financial times and competition for resources remains exceptionally keen. Nevertheless, as lottery funding draws to a close, it is to our great credit that we have exceeded all key targets set for the lottery funded Moving On project whilst remaining carefully within budget. Over the two years of its life, it is heartening to reflect that we have worked with 66 people and supported 18 into paid or volunteer employment. So there is much to be proud of.

We continue to enjoy the kind support of a number of other benefactors and have strengthened the revenue that we receive from our services to Special Schools. However, we are in a position where we have to 'cut our cloth' accordingly and it is with great sadness that we say goodbye to Carol Wilson as a paid employee. Our remaining two employed members of staff, Peter Sackett and Derek Frost, are also now on adjusted or reduced hours.

Our ambition to support all those in need inevitably becomes somewhat curbed. The project for 2012 is already full, with people soon to go onto a waiting list for 2013. This illustrates the continuing demand for a service of the kind that The Bren project provides and is set against an enduring 100% record of parents/carers, beneficiaries and employers rating our service as 'very good' or 'excellent'.

Our collective aspirations for The Bren Project remain undiminished and we start the new year with a number of exciting opportunities, from social media through to liaisons with other agencies, that we are ready to explore in an effort to develop the scope and sustainability of our service.

My fellow trustees and I would like to offer our gratitude to all of those who have supported The Bren Project and to our committed team for all of their hard work and dedication.

Jeremy Keeling
Chair of Trustees

In setting its objectives, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

Achievements and performance

Developments during 2011

2011 was another exciting year at the Bren Project. It was the second and final year of our Big Lottery Funded 'Moving On' project and we rounded it off in style with all key targets achieved. The project made a positive difference to the lives of all of the 66 people that took part. Without the support of our funders, this of course, would not be possible and I would like to personally thank them for their support during the lifetime of the project.

The key to our success is in the way that we provide a person centred support approach that concentrates on the desires, hopes and aspirations of the people we serve. We have a dedicated staff and Job Coach team that fully subscribe to this approach and its down to this and their hard work coupled with the hard work of our beneficiaries that has led to another successful year.

The Bren Project
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 December 2011

Financial review

Reserves Policy

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

Plans for future periods

We move into 2012 with reduced funding and with this comes a reduction in the number of people we can support and a reduction in our, already small, staff team Carol Wilson was with us for 18 months in the role of Project Co-ordinator and we sadly had to let her go at the end of 2011 In 2012 we will initially aim to work with 20 beneficiaries

On a brighter note, we are in discussion with a number of partner agencies about combined or commissioned projects and we hope grow our service accordingly over time

We are also looking at new ways to maintain our sustainability One of our key strengths is our ability to grow and contract as resources see fit 2012 will be our 6th year of operation and we are developing a fine reputation for the quality of our service We are in a strong position to move forward during these difficult times and we are relishing the challenge

Statement of trustees' responsibilities

The trustees (who are also directors of The Bren Project for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006 They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

The Bren Project
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 December 2011

On behalf of the board

S Brayford
Secretary
J Keeling
Director
24 April 2012



P Sackett
Charity manager



The Bren Project
(A company limited by guarantee)

Independent examiner's report to the trustees on the unaudited financial statements of The Bren Project.

I report on the accounts of The Bren Project for the year ended 31 December 2011 set out on pages 2 to 17

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the Act), as amended by section 28 of the Charities Act 2006 and that an independent examination is needed. It is my responsibility to examine the accounts under section 43(3)(a) of the Act, as amended, to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act, as amended, and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 statement below.

Independent examiner's statement

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep proper accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charitieshave not been met, or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



J A Hargreaves
ICAEW

Independent examiner
Cholmondeley House
Dee Hills Park
Chester

CH3 5AR

2 May 2012

The Bren Project
(A company limited by guarantee)

Statement of financial activities

For the year ended 31 December 2011

	Notes	Unrestricted funds £	Restricted funds £	2011 Total £	2010 Total £
Incoming resources					
Incoming resources from generating funds					
Voluntary income	2	13,852	118,728	132,580	112,832
Investment income	3	15	-	15	5
Total incoming resources		<u>13,867</u>	<u>118,728</u>	<u>132,595</u>	<u>112,837</u>
Resources expended					
Training & support		-	12,967	12,967	13,252
Staff costs	5	650	60,941	61,591	55,546
Establishment costs		-	6,284	6,284	6,481
Motor and travelling expenses		-	9,810	9,810	7,151
Auditors' remuneration		-	1,085	1,085	1,003
Communications and IT		-	1,428	1,428	1,431
Other office expenses		1,081	1,756	2,837	1,499
Depreciation and impairment		-	8	8	269
Westminster Foundation - Computer costs		-	-	-	18
Westminster Foundation - Subscriptions		-	-	-	126
Big Lottery Fund - Computer costs		-	147	147	72
Big Lottery Fund - Subscriptions		-	704	704	502
LTCW - Computer costs		-	37	37	-
LTCW - Subscriptions		-	176	176	-
Total resources expended		<u>1,731</u>	<u>95,343</u>	<u>97,074</u>	<u>87,350</u>
Total funds brought forward		<u>26,243</u>	<u>6,064</u>	<u>32,307</u>	<u>6,820</u>
Total funds carried forward		<u>38,379</u>	<u>29,449</u>	<u>67,828</u>	<u>32,307</u>

The notes on pages 12 to 17 form an integral part of these financial statements.

The Bren Project
(A company limited by guarantee)

Income and expenditure account

For the year ended 31 December 2011

	Notes	2011 £	2010 £
Income		132,580	112,832
Operating expenditure		(97,074)	(87,350)
Operating surplus		35,506	25,482
Other income			
Interest receivable and similar income		15	5
		15	5
Retained surplus for the financial year		35,521	25,487

The notes on pages 12 to 17 form an integral part of these financial statements.

The Bren Project
(A company limited by guarantee)

The notes on pages 12 to 17 form an integral part of these financial statements.

The Bren Project
(A company limited by guarantee)

Balance sheet
as at 31 December 2011

	Notes	£	2011 £	£	2010 £
Fixed assets					
Tangible assets	8		-		8
Current assets					
Debtors	9	705		-	
Cash at bank and in hand		68,022		44,778	
		<u>68,727</u>		<u>44,778</u>	
Creditors: amounts falling due within one year	10	(900)		(12,479)	
Net current assets			67,827		32,299
Net assets			<u>67,827</u>		<u>32,307</u>
Funds	11				
Restricted income funds			29,612		6,064
Unrestricted income funds			38,215		26,243
Total funds			<u>67,827</u>		<u>32,307</u>

The Balance Sheet continues on the following page

The notes on pages 12 to 17 form an integral part of these financial statements

The Bren Project
(A company limited by guarantee)

Balance sheet (continued)

Trustees statements required by the Companies Act 2006
for the year ended 31 December 2011

In approving these financial statements as trustees of the company we hereby confirm

(a) that for the year stated above the company was entitled to the exemption conferred by section 477 of the Companies Act 2006 ,

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 December 2011

(c) that we acknowledge our responsibilities for

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements 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 profit or loss for the year then ended in accordance with the requirements of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company

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

The financial statements were approved by the board on 24 April 2012 and signed on its behalf by

J Keeling
Director

A handwritten signature in black ink, appearing to read 'J. Keeling', with a long horizontal stroke extending from the bottom of the signature.

The notes on pages 12 to 17 form an integral part of these financial statements

**Notes to financial statements
for the year ended 31 December 2011**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year in which they are receivable

Income from investments is included in the year in which it is receivable

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Plant and machinery -

The Bren Project
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 December 2011

2. Voluntary income

	Unrestricted funds £	Restricted funds £	2011 Total £	2010 Total £
Donations - General Fund	13,852	-	13,852	16,845
Donations - Westminster Foundation	-	-	-	10,000
Donations - Moving On	-	-	-	2,000
Donations 2012 Project	-	25,680	25,680	-
Grants receivable Lloyds TSB	-	11,639	11,639	11,261
Grants receivable Big Lottery Fund	-	74,909	74,909	72,726
Grants receivable LTCW	-	6,500	6,500	-
	<u>13,852</u>	<u>118,728</u>	<u>132,580</u>	<u>112,832</u>

3. Investment income

	Unrestricted funds £	2011 Total £	2010 Total £
Bank interest receivable	15	15	5
	<u>15</u>	<u>15</u>	<u>5</u>

4. Net incoming resources for the year

	2011 £	2010 £
Net incoming resources is stated after charging		
Depreciation and other amounts written off tangible fixed assets	8	269
Examiners' remuneration	<u>1,085</u>	<u>1,003</u>

The Bren Project
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 December 2011

5. Employees

Employment costs	2011	2010
	£	£
Wages and salaries	61,227	55,546
Other costs	364	-
	<u>61,591</u>	<u>55,546</u>

No employee received emoluments of more than £60,000 (2010 None)

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows

	2011	2010
	Number	Number
Admin including Trustees	<u>8</u>	<u>8</u>

No salaries were paid to trustees in the period

7. Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts

The Bren Project
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 December 2011

8. Tangible fixed assets

	Plant and machinery £	Total £
Cost		
At 1 January 2011 and At 31 December 2011	<u>2,591</u>	<u>2,591</u>
Depreciation		
At 1 January 2011	2,583	2,583
Charge for the year	<u>8</u>	<u>8</u>
At 31 December 2011	<u>2,591</u>	<u>2,591</u>
Net book values		
At 31 December 2011	<u>-</u>	<u>-</u>
At 31 December 2010	<u>8</u>	<u>8</u>

9. Debtors

	2011 £	2010 £
Other debtors	<u>705</u>	<u>-</u>

**10. Creditors: amounts falling due
within one year**

	2011 £	2010 £
Accruals and deferred income	<u>900</u>	<u>12,479</u>

11. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2011 as represented by			
Current assets	39,115	29,612	68,727
Current liabilities	<u>(900)</u>	<u>-</u>	<u>(900)</u>
	<u>38,215</u>	<u>29,612</u>	<u>67,827</u>

The Bren Project
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 December 2011

12. Unrestricted funds	At 1 January 2011 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 December 2011 £
General Fund	22,200	13,867	(1,081)	(164)	34,822
Westminster Fund	4,043	-	(650)	-	3,393
	<u>26,243</u>	<u>13,867</u>	<u>(1,731)</u>	<u>(164)</u>	<u>38,215</u>

Purposes of unrestricted funds

General Fund - To fund activities of the charity, not otherwise covered by specific funding

Westminster Foundation - Donation towards general project costs

13. Restricted funds	At 1 January 2011 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 December 2011 £
Moving On	2,484	-	(447)	-	2,037
Lloyds TSB	176	11,639	(11,979)	164	-
Big Lottery Fund	3,404	74,909	(76,418)	-	1,895
LTCW	-	6,500	(6,500)	-	-
2012 Project	-	25,680	-	-	25,680
	<u>6,064</u>	<u>118,728</u>	<u>(95,344)</u>	<u>164</u>	<u>29,612</u>

Purposes of restricted funds

Lloyds TSB - Provides 20% funding for salaries

Big Lottery Fund - Provides 80 % of all running costs

LTCW - Provides a contribution towards supporting certain beneficiaries

14. Controlling interest

The company is controlled by the trustees

The Bren Project
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 December 2011

15. Company limited by guarantee

The Bren Project is a company limited by guarantee and accordingly does not have a share capital

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member

The Bren Project
(A company limited by guarantee)

The following pages do not form part of the statutory accounts.

The Bren Project
(A company limited by guarantee)

Detailed statement of financial activities

For the year ended 31 December 2011

	2011		2010	
	£	£	£	£
Incoming resources				
Incoming resources from generating funds:				
<i>Voluntary income</i>				
Donations - General Fund		13,852		16,845
Donations - Westminster Foundation		-		10,000
Donations - Moving On		-		2,000
Donations 2012 Project		25,680		-
Grants receivable Lloyds TSB		11,639		11,261
Grants receivable Big Lottery Fund		74,909		72,726
Grants receivable LTCW		6,500		-
		<u>132,580</u>		<u>112,832</u>
<i>Investment income</i>				
Bank interest receivable		15		5
		<u>15</u>		<u>5</u>
Total incoming resources from generating funds		<u>132,595</u>		<u>112,837</u>
Total incoming resources		<u><u>132,595</u></u>		<u><u>112,837</u></u>
Resources expended				
Costs of generating funds:				
<i>General fund</i>				
General fund - Training & support	-		167	
General fund - Establishment - General running	-		47	
General fund - Other motor & travel costs	-		34	
General fund - Office expenses - Telephone	-		90	
General fund - Office expenses - Other	1,081		222	
General fund - Depreciation & impairment	-		259	
		<u>1,081</u>		<u>819</u>

The Bren Project
(A company limited by guarantee)

Detailed statement of financial activities

For the year ended 31 December 2011

Westminster Foundation

Westminster Foundation - Training & support	-	2,430	
Activity 2 - Staff - Salaries & wages	650	-	
Westminster Foundation - Establishment - Rent	-	809	
Westminster Foundation - Establishment - Insurance	-	104	
Westminster Foundation - Establishment - Other	-	374	
Westminster Foundation - Other motor & travel cost	-	1,415	
Westminster Foundation - Professional - Examiner r	-	223	
Westminster Foundation - Office expenses - Telepho	-	268	
Westminster Foundation - Office expenses - Other	-	190	
Westminster Foundation - Computer costs	-	18	
Westminster Foundation - Subscriptions	-	126	
	650		5,957

Moving On

Moving On - Beneficiary training & support	-	132	
Moving On - Staff - CRB, training & recruitment	320	-	
Moving On - Other motor & travel costs	127	-	
	447		132

Lloyds TSB

Lloyds TSB - Staff - Salaries & wages	11,979	11,109	
	11,979		11,109

Big Lottery Fund

Big Lottery Fund - Training & support	10,628	10,523	
Big Lottery fund - Staff - Salaries & wages	48,598	44,437	
Big Lottery Fund - Staff - Other	35	-	
Big lottery Fund - Establishment - Rent	3,218	3,235	
Big Lottery Fund - Establishment - Insurance	515	417	
Big Lottery Fund - Establishment - Other	1,310	1,495	
Big Lottery Fund - Other motor & travel costs	7,840	5,702	
Big Lottery Fund - Professional - Examiner remuner	868	780	
Big Lottery Fund - Office expenses - Telephone	1,142	1,073	
Big Lottery Fund - Office expenses - Other	1,405	1,087	
Big Lottery Fund - Depreciation	6	-	
Big Lottery Fund - Computer costs	147	72	
Big Lottery Fund - Subscriptions	704	502	
	76,416		69,323

Willis & Awards for All

Willis & Awards for All- Depreciation & impairment	-	10	
	-		10

The Bren Project
(A company limited by guarantee)

Detailed statement of financial activities

For the year ended 31 December 2011

<i>LTCW</i>			
LTCW - Training & Support	2,339	-	
LTCW - Staff - Other	9	-	
LTCW - Establishment - Rent	805	-	
LTCW - Establishment - Insurance	129	-	
LTCW - Establishment - Other	307	-	
LTCW - Other motor & travel costs	1,843	-	
LTCW - Professional - Examiner remuneration	217	-	
LTCW - Office expenses - Telephone	286	-	
LTCW - Office expenses - Other	351	-	
LTCW - Depreciation	2	-	
LTCW - Computer costs	37	-	
LTCW - Subscriptions	176	-	
	<u>6,501</u>	<u>-</u>	
Total cost of generating voluntary income	<u>97,074</u>		<u>87,350</u>
Fundraising trading:			
cost of goods sold and other costs			
Total costs of generating funds	<u>97,074</u>		<u>87,350</u>

The Bren Project
(A company limited by guarantee)

Detailed statement of financial activities

For the year ended 31 December 2011

	2011	2010
	£	£
Charitable activities		
Governance costs		
<i>Activities undertaken directly</i>		
Office expenses - Other	<u>1</u>	<u>-</u>
	<u>1</u>	<u>-</u>
Total governance costs	<u><u>1</u></u>	<u><u>-</u></u>
Net incoming/(outgoing) resources for the year	<u><u>35,520</u></u>	<u><u>25,487</u></u>