

BILLINGSHURST COMMUNITY PARTNERSHIP LTD

(A Company Limited By Guarantee)

Accounts for the year ended 31 March 2013

Registered Number 05573204

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BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
(A Company Limited by Guarantee) - Registered Number 5573204

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BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
(A Company Limited by Guarantee) - Registered Number 5573204

General Information

Company Directors	Owen Davies Patrick Perks Ken Johnson Tony Burke Denise Campbell John Griffin
Company Secretary	Ken Johnson
Registered Office	Billingshurst Village Hall, Roman Way, Billingshurst, West Sussex, RH14 9QW
Company Number:	05573204
Bankers:	NatWest Bank PLC, 57 High Street, Billingshurst, West Sussex, RH14 9FJ

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES' OF BILLINGSHURST COMMUNITY TRANSPORT LIMITED
YEAR ENDED 31 March 2013**

We report on the accounts of the company for the year ended 31 March 2013, which are set out in pages 3 to 13

Respective responsibilities of the directors and examiner

The Company's directors are responsible for the preparation of the accounts. The Company's directors consider that neither an audit or independent examination is required for this period (under the Companies Act 2006) but have nonetheless requested that an independent examination be performed.

It is our responsibility to

- examine the accounts, and
- to state whether particular matters have come to our attention

Basis of independent examiner's report

Our examination was carried out in accordance with the directions given to us by the directors. The examination included a review of the accounting records kept by the Billingshurst Community Partnership Limited. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we are not required to express an audit opinion on the view given by the accounts.

Independent examiner's statement

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

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

- to keep accounting records in accordance with Companies Act 2006
- to prepare accounts which accord with accounting records and comply with the accounting requirements for the Companies Act

have not been met, or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Hilton Sharp and Clarke.

Hilton Sharp and Clarke
Chartered Accountants
Atlantic House
Jengers Mead
Billingshurst
RH14 9PB

Date 20/09/2013

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
(A Company Limited by Guarantee) - Registered Number 5573204

Report of the Directors

The directors present their report with the financial statements of the company for the year ended 31 March 2013

Status of the company and principle activities

The company is registered under the Companies Act as a company limited by guarantee. The directors are all volunteers and the company has no paid employees. The principle activity of the company in the year under review was that of undertaking projects to provide services to the local community.

Directors

The directors during the year under review were

Owen Davies
Patrick Perks
Ken Johnson
Tony Burke
Denise Campbell
John Griffin

Review of the year

Significant progress was made on a number of the Economy projects during the year, not least the opening of the Partnership Community Shop (Billingshurst Creatives) in September 2012 (See Notes on Page 13)

An Information Centre located in the library will be opened later this year and a Retailer Group has now been established. An Event Board is now located in Jengers Mead and Notice Boards Located in Jengers Passage and in Jengers Mead.

The Yes Project is still going strong and is being developed further to provide training for Young People on CV Writing and Interview techniques. The Eye project has stalled at present because of issues regarding site availability. Currently work is being carried out to establish a virtual EYE an online Youth Club which it is hoped will go live later this year.

The Lunch Club continues to be held each fortnight at the village hall several new members joined and enjoyed a varied programme which includes outings for lunch and tea.

Billfest 2012 the Christmas Market supported by the Parish and District Councils and many local traders and organisations was held in December and was a great success on the day.

Results for the year

Details of the results for the year are set out in the statement of financial activities on pages 5-12.

Fixed assets

The company has no fixed assets.

Reserves policy

The company's primary objective is undertaking projects that will provide services or amenities for the local community. No commitments are made to those individual projects until the funding required is secured and then the project is carried out to an agreed budget within the funds available.

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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The general administration of the company is primarily funded through a variety of grants secured from Public Bodies. The board's intention is to ensure that the general reserve is sufficient to finance the following years running costs.

Taxation status

In the opinion of the directors the company is exempt from taxation in respect of its income.

Investment policy

The directors do not consider it prudent to invest in anything other than very low risk investments. Cash required for operational purposes is held in an ordinary bank current account.

Small company exemptions

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD

A handwritten signature in black ink, appearing to be 'K.F. Johnson', written over a horizontal line.

K.F. Johnson
Company Secretary

Date

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
(A Company Limited by Guarantee) - Registered Number 5573204

Income and Expenditure account
For the year ended 31 March 2013

INCOME	2012/13		2011/12	
	£	£	£	£
General	1,500 00		1,000 00	
Luncheon Club			1,000 00	
ARTS				
Refreshments				
BilliFest 2012	3,021 49			
BilliFest 2011			3,311 00	
Youth Gigs				
Youth TAG	902 71		867 85	
X Box Club			52 40	
YES	500 00			
Billingshurst Youth Council			500 00	
Consultation Workshop	1,200 00			
Skate Park				
Village Regeneration	100 00		20,600 00	
Community Shop Set Up	24,402 00			
Community Shop Rents	7,426 50			
Community Shop Trading	9,986 38			
Education Youth Enterprise (EYE)			15,231 40	
European Union (EU) Project			1,708 44	
Italian Market 2012	130 00		150 00	
	49,169.08		44,421.09	
EXPENDITURE				
General	1503 08		2,503 93	
Luncheon Club	664 2		911 84	
ARTS	318			
Refreshments				
BilliFest 2012	3067 99			
Youth Gigs	284		36 37	
Youth TAG	1240 41		2,106 84	
X Box Club	39 29		699 00	
YES	1874 1		1,951 00	
Billingshurst Youth Council	404 83		81 49	
Skate Park			3,105 00	
Village Regeneration	5427 01		14,885 65	
Community Shop Set Up	20915 16			
Community Shop Rents	0			
Community Shop Trading	9022 41			
Education Youth Enterprise (EYE)	440		5,288 60	
European Union (EU) Project			1,748 27	
BilliFest 2010				
BilliFest 2011			3,547 29	
Italian Market 2012	25		25 00	
	45,225.48		36,890.28	
Excess of Income over Expenditure	3,943.60		7,530.81	

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Balance Sheet

For the year ended 31 March 2013

	2012/13		2011/12	
	£	£	£	£
CURRENT ASSETS				
Bank Accounts	51,753 76		53,849 17	
Cash	<u>66 53</u>		<u>16.53</u>	
		51,820 29		53,865 70
Current Liabilities		-1,673 11		-7,662 13
NET CURRENT ASSETS		50,147.18		46,203.57
FINANCED BY				
Retained funds		50,147 18		46203 57
RESERVES		<u>50,147.18</u>		<u>46,203.57</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2013

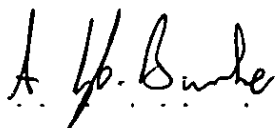
The numbers have not required the company to obtain an audit of its financial statements for the year ended 31 March 2013 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for

- (a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 394 and 395 and which comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company

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

The financial statements were approved by the Board of Directors on 7 July 2013 and were signed on its behalf by



Name A G C Burke

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Notes to the Financial Statements
For the year ended 31 March 2013

1 - Accounting Policies

(a) Accounting convention

These accounts are prepared under the historical cost convention and comply with applicable accounting standards and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008)

(b) Incoming resources

Incoming resources are included in the statement of Financial Activities when the company is legally entitled to the income. Grant income is recognised when all conditions necessary for receipt have been satisfied

(c) Resources expended

All expenditure is accounted on an accruals basis and has been classified under headings that aggregate all costs to that category

2 - Creditors

Accounts paid but not banked by 31 March 2013

			£	2011/12 £
21/03/2013 EYE	Architects Fees	028	440 00	
21/03/2013 Village Regeneration	Misc (Handcarved Letter)	027	192 00	
21/03/2013 Village Regeneration	Misc (Vinyl Logo)	027	10 44	
19/02/2013 Set Up	Clock & Stool	109	30 50	
	Payments to Traders		536 17	
	KEY Deposits		464 00	
	TOTAL		1,673.11	7662 13

3 - Reserves

Project	At 1 April 2012 £	Income £	Expenditure £	At 31 March 2013 £
General	6,894 61	1,500 00	1,503 08	6,891 53
Luncheon Club	737 00		664 20	72 80
ARTS	1,799 34		318 00	1,481 34
Refreshments	317 07			317 07
BilliFest 2012	61 50	3,021 49	3,067 99	15 00
Italian Market	125 00	130 00	25 00	230 00
Youth Gigs	5,478 89		284 00	5,194 89
Youth TAG	2,336 69	902 71	1,240 41	1,998 99
X Box Club	633 40		39 29	594 11
YES	2,541 81	500 00	1,874 10	1,167 71
Billingshurst Youth Council	3,471 01		404 83	3,066 18
Consultation Workshop		1200		1,200 00
Village Regeneration	12,082 00	100 00	5,427 01	6,754 99
Community Shop Set Up	-350 00	24,402 00	20,915 16	3,136 84
Community Shop Rents		7,426 50	0 00	7,426 50
Community Shop Trading		9,986 38	9,022 41	963 97
Education Youth Enterprise (EYE)	10,075 26		440 00	9,635 26
Total	46,203.58	49,169 08	45,225.48	50,147.18

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts
For the year ended 31 March 2013

Lunch Club

Income and Expenditure for 2012/2013

	£	£
INCOME		
B/f from 2011/12	737 00	
	<hr/>	737 00
Expenditure		
Room Hire	664.20	
	<hr/>	664 20
Excess of Income over Expenditure		<hr/> 72 80

ARTS Projects

Income and Expenditure for 2012/2013

INCOME		
B/f from 2011/12	1,799 34	
	<hr/>	1,799 34
EXPENDITURE		
Jubilee Celebration	318 00	
	<hr/>	318 00
Excess of Income over Expenditure		<hr/> 1,481 34

Refreshments

Income and Expenditure for 2012/2013

INCOME		
B/f from 2011/12	317 07	
Sales	0 00	
	<hr/>	317 07
EXPENDITURE		
	0 00	
	<hr/>	0 00
Excess of Income over Expenditure		<hr/> 317.07

Billifest 2012

Income and Expenditure for 2012/2013

INCOME		
B/f from Billifest 2011	61.50	
Billingshurst Parish Council Grant	1,766 49	
Market Stallholders Donation	100.00	
Donation Chamber of Commerce	200.00	
Donation Billingshurst Lions	250 00	
Donation Billingshurst Rotary	250 00	
Raffle	380 00	
Donation Candy Floss	50 00	
Donation Butcher	25 00	
	<hr/>	3,082.99
EXPENDITURE		
Electrics	2,070.00	
Stalls	168.25	
Insurance	234.00	
Advertising	169 99	
Programme Design & Printing	70 00	
Bin Hire	270 00	
Entertainers	85 75	
Misc (Poster Competition & Crew & Radio Weekd Refreshments)		
	<hr/>	3,067 99
Excess of Income over Expenditure		<hr/> 15 00

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts (cont .)
For the year ended 31 March 2013

GIGS	£	£
Income and Expenditure for 2012/2013		
Income		
B/f from 2011/12	5,478 89	
		5,478 89
Expenditure		
Lamps	118 00	
Repair to Stage Lights	166 00	
		284 00
Excess of Income over Expenditure		5,194.89

TAG
Income and Expenditure for 2012/2013

Income		
B/f from 2011/12	2,336 69	
Subs	102.60	
Horsham DC Grant W/i	705.28	
Refreshment Sales	94 83	
		3,239 40
Expenditure		
Room Hire	324 00	
Equipment (W/i + Pool Table Cover	726 03	
Travel	18 85	
Refreshment Purchases	106 03	
Misc Expenditure	7 50	
Postage	18 00	
Technical Support	40 00	
		1,240 41
Excess of Income over Expenditure		1,998.99

Billingshurst Youth Council
Income and Expenditure for 2012/2013

Income		
B/f from 2011/12	418 51	
B/f from European Community Project 2011/12	3,052.50	
		3,471 01
Expenditure		
Room Hire	178 00	
Refreshments	67 80	
Travel	23.00	
Computer Security Software	34 00	
Urban Rebounding Session	25 00	
Laminator	54.59	
Misc	22 44	
		404 83
Excess of Income over Expenditure		3,066 18

Youth Employment Scheme (YES Project)
Income and Expenditure for 2012/2013

Income		
B/f from 2011/12	1,660 19	
Transferred from B/f Youth Sport	486 62	
Transferred from B/f Skate Park	395 00	
Saxon Weald Grant	500 00	
		3,041.81
Expenditure		
Cost of Vouchers	1,872 00	
Postage	2 10	
		1,874 10
Excess of Income over Expenditure		1,167.71

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts (cont)
For the year ended 31 March 2013

X Box Club	£	£
Income and Expenditure for 2012/2013		
Income		
B/f from 2011/12	633 40	
		633 40
Expenditure		
Misc	39 29	
		39.29
		694 11

VILLAGE REGENERATION

Income and Expenditure for 2012/2013

Income		
B/f from 2011/12	11,732.00	
Credit for Shop Legal Fees Paid in 2011/12	350 00	
Donation	100 00	
		12,182 00
Expenditure		
Room Hire	1,787 25	
Billingshurst Walk Artwork	150 00	
Billingshurst Leaflet (Artwork & Mailshot)	669 47	
Business Advisor		
I T Equipment	1,974 00	
Legal Fees Shop		
Notice Boards (Planning Fee & Maps	406 05	
Notice Boards	144 00	
Printing		
Misc (Letters & Vinyl Logo)	296 24	
		5,427 01
Excess of Income over Expenditure		6,754 99

EDUCATION YOUTH ENTERPRISE EYE

Income and Expenditure for 2012/2013

Income		
B/f from 2011/12	10,075 26	
		10,075 26
Expenditure		
Architects Fees	440 00	
		440 00
		9,635.26

ITALIAN MARKET

Income and Expenditure for 2012/2013

Income		
B/f from 2011/12	125 00	
Fee from Italian Market	130 00	
		255 00
Expenditure		
Licence Fee	25 00	
		25 00
		230.00

CONSULTATION WORKSHOP

Income and Expenditure for 2012/2013

Income		
West Sussex CC Grant	1,200 00	
		1,200 00
Expenditure		
	0 00	
		0 00
		1,200 00

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts (cont...)
For the year ended 31 March 2013

COMMUNITY SHOP (See note on Page 13)
Income and Expenditure for 2012/2013

	2012/13	
	£	£
<u>SET UP COSTS</u>		
Income		
B/f from 2011/12	-350 00	-350
Horsham DC Grant	18,902 00	
West Sussex Enterprise Grant	7,500 00	24,402 00
		<hr/>
		24,052 00
Expenditure		
Legal Fees	1,171 91	
Rent	6,000 00	
Service Charge	483 31	
Water Rates	27 47	
Business Rates	663 08	
Performing Rights Costs	285 64	
Insurance	1,068 37	
Credit Card Machine Costs	211 00	
Telephone	145 03	
Electricity	685 76	
Utilities Warehouse Membership Fee	14 00	
Air Conditioning Service	117 00	
PR & Advertising	277 20	
Shop Building Works & Fitting	8,907 00	
Bags etc	261 71	
Stationery	150 02	
Misc	446 66	
		<hr/>
		20,915 16
		<hr/>
		<u>3,136 84</u>
<u>TRADING</u>		
Income		
Sales	9,986 38	
		<hr/>
		9,986 38
Expenditure		
Payments to Traders	9,022 41	
		<hr/>
		9,022 41
		<hr/>
		<u>963 97</u>
<u>RENTS</u>		
Income		
Rents Received	7,426 50	
		<hr/>
		7,426.50
Expenditure		
		<hr/>
		0 00
		<hr/>
		7,426.50
<u>KEY DEPOSITS (RETURNABLE)</u>		
Income		
Deposits Received	494 00	
		<hr/>
		494 00
Expenditure		
Deposits Returned	30 00	
		<hr/>
		30 00
		<hr/>
		<u>464.00</u>

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
(A Company Limited by Guarantee) - Registered Number 5573204

Income and Expenditure accounts (cont...)
For the year ended 31 March 2013

General	<u>2012/13</u>		<u>2011/12</u>	
	£	£	£	£
INCOME				
Balance B/f from 2011/12	6,894 61		8,398 54	
Billingshurst Parish Council Grant	1,000 00		0 00	
Horsham DC Grant	500 00		1,000 00	
		8,394 61		9,398 54
EXPENDITURE				
Room Hire	228 20		718 46	
Companies House Return	16 70		0 00	
Postage	49 20		36 00	
Stationery	191 13		151 59	
AIMT Insurance	117 07		194 00	
AIMT Membership	174 00		180 00	
Website	300 00		408 00	
Chamber of Commerce Membership Fee	60 00		60 00	
Action in Rural Sussex Membership	29 17		50 00	
Queens Award Expense	0 00		544 00	
Seminar Fee	0 00		60 00	
Misc	0 00		101 88	
Bank Charges	51 19		0 00	
Gazebos	155 98		0 00	
Billingshurst Show Stand	25 00		0 00	
Website Domain Name Registration	105 44		0 00	
		1,503.08		2,503.93
Excess of Income over Expenditure		<u>6,891.53</u>		<u>6,894.61</u>

BILLINGSHURST COMMUNITY PARTNERSHIP Ltd

(A Company Limited By Guarantee)

Notes to the annual accounts

The B/f balances (made up of grants and donations) for the general Admin Account and Individual projects were carried forward from 2011/12 shown in the annual accounts for that year

General BCP Ltd is holding £230 grant on behalf of Billingshurst Action Initiative Team (BAIT)

Cash At 31 3 13 there were Cash Floats as follows

Refreshments	£11 53
TAG	£5 00
Community Shop	£50 00
	£66 53

Transfers The balance remaining on Billifest 2011 was transferred to Billifest 2012 from 1 April 2012 (£61 50)
B/f balances at 1 4 2012 for Youth Sport (£486 62) and The Skate Park (£395) transferred to the YES Project
£350 Legal Fee shown as Village Regeneration expenditure in 2011/2012 transferred to Community Shop

Community Shop Billingshurst Creatives a Non Profit Shop was opened in September 2012 and is intended to give an opportunity to small arts/craft traders an opportunity to show and sell their wares with a low outlay In addition it is hoped that the presence of the shop will increase the retail footfall wthin the village
The shop was set up with the aid of grants from Horsham DC and West Sussex CC (Enterprise Grant) The grants are intended to cover the costs of setting up and running the shop for the first year The first year rents collected from traders are then intended to cover the running costs in year two Year two rents will cover the rents in year three and so on