

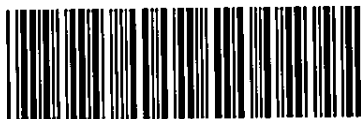
**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**

**( A Company Limited By Guarantee )**

**Accounts for the year ended 31 March 2009**

**Registered Number 5573204**

TUESDAY



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COMPANIES HOUSE

# **BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**

**( A Company Limited By Guarantee )**

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## **BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**

**( A Company Limited By Guarantee )**

### **General Information**

Board of Management	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:	5573204
Bankers:	NatWest Bank PLC, 57 High Street, Billingshurst, West Sussex, RH14 9FJ.

**BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED**  
(A Company Limited by Guarantee)

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We report on the accounts of the company for the year ended 31 March 2009, which are set out on pages 3 to 11.

**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 1985) 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 BC Partnership Ltd. It is also included 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 an material respect the requirements

- to keep accounting records in accordance with the Companies Act 1985
- to prepare accounts which accord with accounting records and comply with the accounting requirements for the Companies Act 1985

have not been met; or

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

*Hilton Sharp and Clarke*

Hilton Sharp & Clarke  
Chartered Accountants  
Atlantic House  
Jengers Mead  
Billingshurst  
W Sussex RH14 9PB

Date...17 September 2009.....

**BILLINGSHURST COMMUNITY PARTNERHIP Ltd**  
**(A Company Limited by Guarantee)**

**Report of the Directors**

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The directors submit their report and accounts for the year ended 31 March 2009.

**Status of the company and principal activities**

The company is registered under the Companies Act 1985 as a company limited by guarantee and not having a share capital. The Directors are all volunteers and the company has no paid employee.

**Directors**

The directors at 31 March 2009, all of whom acted throughout the year, are listed on page 1 as the Board of Management.

The Management Committee's structure is governed by the Memorandum and Articles of Association and is subject to the election at the Partnerships AGM each year. The Directors are elected by the Management Committee at the first committee meeting following the AGM.

**Review of the year**

The Directors are confident that the actions as laid down in the 2008-12 plan are proceeding to plan. This year 2008/09 has seen the successful completion of the "Children's Centre" project and this item has now been discharged. The sports complex area of woodland and fishing lake are now in use and maturing and we continue to encourage voluntary teams to maintain these areas. The Partnership received from the CPRE a commendation award for our work with regard to the woodland area.

Our Youth projects are proceeding well and this year the Duke of Richmond's award for services to Young People presented to Denise Campbell and her team for their ongoing efforts. The Older People's Luncheon Club continues to provide a valuable service to the community.

As part of the "Village Regeneration" project we have relaunched the dormant Chamber of Commerce and this now has some 50 members. Once the chamber has sufficient momentum it is our intention to stand back and let the local business people take this forward. However the regeneration project is not as advanced as we would have wished due to local funding difficulties and the complexities of bidding for EU funds from the LEADER initiative. That said the Directors recognize that this project is key to our community's future and therefore continue to give this project their foremost attention and efforts.

The community year end event of "Billifest" is now well established and this year will be the fourth such event we have organized. Some efforts are being made to introduce other street markets though the year with some limited success.

**Results for the year**

Details of the results for the year are set out in the Statement of Financial Activities on page 6.

**Fixed assets**

The Partnership has no fixed assets.

## **Reserves policy**

The partnership's primary objective is undertaking projects that will provide services or amenities for the 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.

The general administration of the partnership 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.

## **Statement of director's responsibilities**

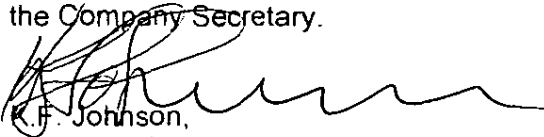
Company law requires the directors to prepare accounts for each financial period which give a true and fair view of the state of affairs of the Company as at the end of that period and of the surplus or deficit of the Company for that period. In preparing those accounts the directors are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed;
- State whether applicable statements of recommended practice have been followed; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in the foreseeable future.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and which enable them to ensure that the accounts comply with relevant legislation. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Small company exemptions**

The Report of the Directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and was approved by the Board at the Annual General Meeting on the 11 July 2009 and signed on its behalf by the Company Secretary.

  
K.F. Johnson,  
Company Secretary

**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**  
**( A Company Limited By Guarantee )**

**General Account Income and Expenditure for 2008/2009**

	2008/ 2009	2007/ 2008
<b>INCOME</b>		
Balance B/f from 2007/08	5,886.16	4,798.51
Billingshurst Parish Council Grant	1,800.00	1,800.00
Horsham D.C. Grant	600.00	600.00
West Sussex C.C. Grant	500.00	500.00
Horsham DC Grant for distribution of the Action Plan	600.00	
Balance B/f from 2007/08 for BAIT	230.00	500.00
Donation from Billingshurst Parish Council Billifest 2007		1,625.63
Billifest 2007 Donation from Italian Market		500.00
	<hr/>	<hr/>
	9,616.16	10,324.14
<b>Other Income</b>		
Bank Interest	0.00	81.00
Interest 2006/2007 Tax Refund	0.00	9.67
	<hr/>	<hr/>
	9,616.16	10,414.81
<b>EXPENDITURE</b>		
Room Hire	276.84	504.25
Companies House Return	15.00	15.00
Postage	94.97	75.24
Stationery	338.61	198.90
Photo Copy / Print	472.65	385.98
AGM / Exhibition		56.01
AIMT Insurance	165.45	160.45
AIMT Membership	162.15	
Website	241.00	226.19
Stand at Billingshurst Show	15.00	200.00
Bank Charge & interest		76.00
Misc	10.00	36.25
Billifest Prize 2006		150.00
BAIT Newsletter		270.00
Billifest 2007		1,944.38
Distribution of Action Plan	690.00	
Transfer to Burnt Row Wood	271.80	
	<hr/>	<hr/>
	2,753.47	4,298.65
<b>Excess of Income over Expenditure</b>	<hr/>	<hr/>
	6,862.69	6,116.16

**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**  
**( A Company Limited by Guarantee )**

**Project Financial Summary for 2008/2009**

PROJECT	Brought forward from 2007/08	INCOME	EXPENDITURE	BALANCE
	£	£	£	£
General	6,116.16	3,500.00	2,753.47	6,862.69
Luncheon Club	973.33	0.00	709.08	264.25
ARTS	1,848.28	192.50	132.19	1,908.59
Refreshments	255.56	187.50	244.25	198.81
Youth Gigs	4,490.22	344.50	289.46	4,545.26
Youth Tag	4,163.96	532.42	1,643.92	3,052.46
YES	0.00	4,293.25	2,142.91	2,150.34
Lower Station Road	0.00	11,626.51	11,626.51	0.00
Fishing Lake	198.47	0.00	198.47	0.00
Burnt Row Wood	40.88	1,706.27	1,747.15	0.00
Sustainable Community	14,773.58	5,000.00	18,307.41	1,466.17
Jubilee Fields Drainage	0.00	6,500.00	6,500.00	0.00
BilliFest	0.00	3,097.59	2,783.33	314.26
<b>Total</b>	<b>32,860.44</b>	<b>36,980.54</b>	<b>49,078.15</b>	<b>20,762.83</b>

**BALANCE SHEET**

Year 2008 / 09

	£	£	Year 2007/2008	£	£
<b>CURRENT ASSETS</b>					
Bank Accounts	21,352.95		32840.91		
Cash	16.53		19.53		
		21,369.48			32860.44
Current Liabilities ( See Note 2 )		606.66			659.64
<b>FINANCED BY</b>					
Balance brought forward		32860.44			23464.95
Excess of income		-12,097.61			9395.49
<b>Total</b>		<u>20,762.83</u>			<u>32,860.44</u>

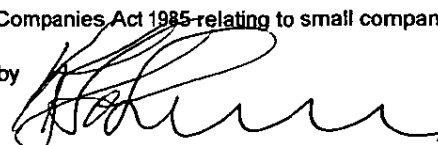
For the year ended 31 March 2009 the directors are satisfied that the company was entitled to exemption under section 249A(1) of the Companies Act 1985 and that no members have requested an audit pursuant to section 249B(2) of the Act

The directors acknowledge their responsibility for :

- i) Ensuring the company keeps accounting records which comply with section 221 of the Companies Act 1985; and
- ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its net movement of funds for the financial period in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to this company

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

These accounts were approved by the board on 17 September 2009 and signed on its behalf by





**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**  
**( A Company Limited by Guarantee )**

**1 Accounting Policies**

(a) Basis of accounting

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.

(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 under headings that aggregate all costs to that category.

**2 Creditors** Accounts outstanding but not received by 31 March 2009.

		£
Refreshments	Purchases	39.82
YES	Vouchers	90.00
Refreshments	Purchases	11.60
General	Stationery	2.64
Refreshments	Purchases	28.50
General	Room Hire	16.10
Lunch Club	Room Hire	207.00
TAG	Room Hire	184.00
General	Website Updating	27.00
	Total	<u>606.66</u>

**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**  
( A Company Limited by Guarantee )

**Lunch Club**

Income and Expenditure for 2008/2009

	£	£
<b>INCOME</b>		
B/f from 07/08	973.33	
	<hr/>	973.33
<b>Expenditure</b>		
Room Hire	709.08	
	<hr/>	709.08
<b>Excess of Income over Expenditure</b>		<u>264.25</u>

**ARTS PROJECTS**

Income and Expenditure for 2008/2009

<b>INCOME</b>		
B/F from 2007/08	1,848.28	
New Harmony Concerts Ticket Sales Sales	192.50	
	<hr/>	2,040.78
<b>EXPENDITURE</b>		
Room Hire	132.19	
	<hr/>	132.19
<b>Excess of Income over Expenditure</b>		<u>1,908.59</u>

**REFRESHMENTS**

Income and Expenditure for 2008/2009

<b>INCOME</b>		
B/f from 2007/8	255.56	
Sales	187.50	
	<hr/>	443.06
<b>EXPENDITURE</b>		
Purchases	244.25	
	<hr/>	244.25
<b>Excess of Income over Expenditure</b>		<u>198.81</u>

**Billifest 2008**

Income and Expenditure for 2008/2009

<b>INCOME</b>		
Billingshurst Parish Council Grant	1,998.68	
French Market Donation	300.00	
Donations	140.91	
Donation Europe	500.00	
Raffle	158.00	
	<hr/>	3,097.59
<b>EXPENDITURE</b>		
Road Closure	586.50	
Stalls	805.00	
Insurance	78.75	
Advertising	71.56	
Room Hire	118.67	
Entertainers	968.66	
Misc (Postage, Refuse, Crew Refreshments & Costumes)	154.19	
	<hr/>	2,783.33
<b>Excess of Income over Expenditure</b>		<u>314.26</u>

**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**  
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**GIGS**

Income and Expenditure for 2008/2009

Income		
Balance B/f 2007/08	4,490.22	
Ticket Sales	344.50	
		<u>4,834.72</u>
Expenditure		
Hire at Village Hall	149.54	
Hire Band / Disco etc	39.92	
Hire of PA System	100.00	
		<u>289.46</u>
Excess of Income over Expenditure		<u>4,545.26</u>

**TAG**

Income and Expenditure for 2008/2009

Income		
Balance B/f from 2007/08	2,057.82	
Subs	232.42	
WSCC Grant	300.00	
Transfer of 2007/08 amounts from other projects (See Note1)	2,106.14	
		<u>4,696.38</u>
Expenditure		
Room Hire	548.60	
Street Dancing Tutor	160.00	
Same Sky Fee	470.00	
Fire Extinguisher	108.69	
Snooker Equipment	52.17	
Transfer to Lower Station Road Project	146.51	
Misc Expenditure	157.95	
		<u>1,643.92</u>
Excess of Income over Expenditure		<u>3,052.46</u>

**Lower Station Road**

Income and Expenditure for 2008/2009

Income		
Horsham District Council Grant for Equipment	11,345.00	
Billingshurst Parish Council Grant	135.00	
Transfer of Grant from TAG	146.51	
		<u>11,626.51</u>
Expenditure		
Planning Application Fee	135.00	
Equipment	11,491.51	
		<u>11,626.51</u>
		<u>0.00</u>

**Youth Employment Scheme ( YES Project )**

Income and Expenditure for 2008/2009

Income		
Sussex Police Authority Grant	2,500.00	
Horsham District Council Grant	300.00	
Saxon Weald Grant	1,000.00	
Donation from Billingshurst Rotary Club	400.00	
Donation from Billingshurst Twinning Society	93.25	
		<u>4,293.25</u>
Expenditure		
Cost of Vouchers	2,101.19	
Misc	41.72	
		<u>2,142.91</u>
		<u>2,150.34</u>

**BILLINGSHURST COMMUNITY PARTNERSHIP Ltd**  
**( A Company Limited by Guarantee )**

**Fishing Lake**

**Income and Expenditure for 2008/2009**

**Income**

B/f from 2007/08	198.47	
		198.47

**Expenditure**

Transfer to Burnt Row Wood	198.47	
		198.47
		<u>0.00</u>

**Burnt Row Wood**

**Income and Expenditure for 2008/2009**

0

**Income**

Grant B/f from 2007/08	40.88	
Heritage Lottery Fund Grant	1,236.00	
Transfer from Fishing Lake	198.47	
Transfer from General Account	271.80	
		1,747.15

**Expenditure**

Finger Boards	511.15	
Printing of Booklet	1,236.00	
		1,747.15
		<u>0.00</u>

**SUSTAINABLE COMMUNITY Project**

**Income and Expenditure for 2008/2009**

**Income**

Grant B/f from 2007/08	14,773.58	
SEEDA Grant	5,000.00	
		19,773.58

**Expenditure**

Room Hire	111.03	
Research Fee	17,791.00	
Printing of Bulletin	405.38	
		18,307.41
		<u>1,466.17</u>

**Jubilee Fields Drainage**

**Income**

Gatwick Trust Grant	1,500.00	
Horsham District council Grant	5,000.00	
		6,500.00

**Expenditure**

Drainage Work	6,500.00	
		6,500.00
		<u>0.00</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 2007/08 shown in the annual accounts for that year.

**General** BCP Ltd is holding £500 grant on behalf of Billingshurst Action Initiative Team ( BAIT ).

**Youth GIGs Project** Billingshurst Parish Council provided Grant to support the GIGS project by covering the cost of Security at all Gigs held during the year.

**Cash** At 31.3.09 there were Cash Floats as follows :

Refreshments £11.53

TAG £ 5

**£16.53**

**Transfer of Grant** With the agreement of the grant provider £2,106.14 was transferred to the TAG project as follows :-

	£
Street Dancing	553.55
Table Tennis	452.59
Graffiti Workshops	900.00
Gravity Project	200.00
	<b>2,106.14</b>