

BILLINGSHURST COMMUNITY PARTNERSHIP LTD

(A Company Limited By Guarantee)

Accounts for the year ended 31 March 2014

Registered Number 5573204

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

Contents of the Financial Statement

	Page
General Information	1
Independent Examiner's Report	2
Report of the Directors	3 - 4
Income and Expenditure account	5
Balance sheet	6
Accounting Policies	7
Income and Expenditure accounts	8 - 12
Notes to the financial statements	13

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, Billinshurst, West Sussex, RH14 9QW.
Company Number:	5573204
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 2014**

We report on the accounts of the company for the year ended 31 March 2014.

Respective responsibilities of trustees and examiner

The Company's directors are responsible for the preparation of the accounts. The charity's trustees consider that neither an audit or independent is required for this period (under the Companies Act 2006) but 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

An examination was carried out in accordance with the directions given by the directors. An examination included a review of the accounting records kept by the Billingshurst Community Partnership Ltd. 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 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

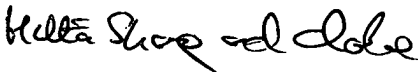
In connection with our examination, no matter has come to our attention:

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

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

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
Chartered Accountants
Atlantic House
Jengers Mead
Billingshurst
RH14 9PB

Date: 17th December 2014

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 2014.

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

The Partnership Community Shop (Billingshurst Creatives) has had a good 18 months since opening in September 2012. Several traders moved on after the initial 12 months with new ones taking their place. Rental income has not yet reached its maximum but the amount in hand will cover running costs until March 2015.

The Yes Project is still going strong and is being developed further to provide a passport for Young People showing their work experience. This initiative is being supported by both local businesses and local authorities.

Progress has been made on the Eye project with a new site identified. The project is now being worked up by the Project Team.

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

Billifest 2013 the Christmas Market supported by the District Council and many local traders and organisations was held in December. The day was a great success with a number of new traders and attractions particularly for children.

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
(A Company Limited by Guarantee) - Registered Number 5573204

The general administration of the company is primarily funded through a variety of grants secured from Public Bodies. The boards 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:



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 2014

INCOME	2013/14		2012/13	
	£	£	£	£
General	0.00		1,500.00	
Luncheon Club	1,180.00		0.00	
ARTS	0.00		0.00	
Refreshments	0.00		0.00	
BilliFest 2013	3,122.00		3,021.49	
BilliFest 2014	150.00		0.00	
Youth Gigs	0.00		0.00	
Youth TAG	14.60		902.71	
X Box Club	0.00		0.00	
YES	6,750.00		500.00	
Billingshurst Youth Council	0.00		0.00	
Consultation Workshop	0.00		1,200.00	
Village Regeneration	614.00		100.00	
Community Shop Set Up	0.00		24,402.00	
Community Shop Rents	7,446.81		7,426.50	
Community Shop Trading	16,504.07		9,986.38	
Education Youth Enterprise (EYE)	0.00		0.00	
Italian Market 2012	0.00		130.00	
		35,781.48		49,169.08
EXPENDITURE				
General	2,282.45		1,503.08	
Luncheon Club	714.00		664.20	
ARTS	500.00		318.00	
Refreshments	0.00		0.00	
BilliFest 2013	3,113.07		3,067.99	
BilliFest 2014	0.00		0.00	
Youth Gigs	260.00		284.00	
Youth TAG	162.25		1,240.41	
X Box Club	0.00		39.29	
YES	2,646.20		1,874.10	
Billingshurst Youth Council	55.08		404.83	
Village Regeneration	4,269.81		5,427.01	
Consutation Workshop	252.36		0.00	
Community Shop Set Up	10,987.03		20,915.16	
Community Shop Rents	0.00		0.00	
Community Shop Trading	15,975.34		9,022.41	
Education Youth Enterprise (EYE)	5,202.00		440.00	
Italian Market 2012	0.00		25.00	
		46,419.59		45,225.48
Excess of Income over Expenditure		-10,638.11		3,943.60

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

Balance Sheet

For the year ended 31 March 2014

	<u>2013/14</u>		<u>2012/13</u>	
	£	£	£	£
CURRENT ASSETS				
Bank Accounts	41669.31		51,753.76	
Cash	<u>66.53</u>		<u>66.53</u>	
		41,735.84		51,820.29
Current Liabilities		-2226.77		-1,673.11
NET CURRENT ASSETS		<u>39,509.07</u>		<u>50,147.18</u>
 FINANCED BY				
Retained funds		39,509.07		50147.18
 RESERVES		<u>39,509.07</u>		<u>50,147.18</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2014.


The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2014 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 5 July 2014 and were signed on its behalf by:



Name A G C Burke

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

Notes to the Financial Statements
For the year ended 31 March 2014

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

		2013/14 £	2012/13 £
Running Costs	Rent 25/03/14 to 24/6/14	1,500.00	
Running Costs	Service Charge 25/03/14 to 24/6/14	127.77	
Payment to Traders		105.00	
Key Deposits		494.00	
	TOTAL	2,226.77	1,673.11

3 - Reserves

<u>Project</u>	<u>At 1 April</u> <u>2013</u> £	<u>Income</u> £	<u>Expenditure</u> £	<u>At 31 March</u> <u>2014</u> £	<u>Page</u>
General	6,891.53		2,282.45	4,609.08	8
Luncheon Club	72.80	1,180.00	714.00	538.80	8
ARTS	1,231.34		500.00	731.34	9
Refreshments	317.07			317.07	9
BilliFest 2013	495.00	3,122.00	3,113.07	503.93	9
BilliFest 2014	0.00	150.00		150.00	10
Youth Gigs	4,194.89		260.00	3,934.89	10
Youth TAG	1,998.99	14.60	162.25	1,851.34	10
X Box Club	594.11			594.11	10
YES	2,167.71	6,750.00	2,646.20	6,271.51	11
Billingshurst Youth Council	3,066.18		55.08	3,011.10	11
Consultation Workshop	1,200.00		252.36	947.64	11
Village Regeneration	6,754.99	614.00	4,269.81	3,099.18	11
Community Shop Set Up	3,136.84		10,987.03	-7,850.19	12
Community Shop Rents	7,426.50	7,446.81		14,873.31	12
Community Shop Trading	963.97	16,504.07	15,975.34	1,492.70	12
Education Youth Enterprise (EYE)	9,635.26		5,202.00	4,433.26	12
Total	50,147.18	35,781.48	46,419.59	39,509.07	

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts (cont...)
For the year ended 31 March 2014

<u>General</u>	<u>2013/14</u>		<u>2012/13</u>	
	£	£	£	£
INCOME				
Balance B/f from 2012/13	6,891.53		6,894.61	
Billingshurst Parish Council Grant			1,000.00	
Horsham DC Grant			500.00	
		6,891.53		8,394.61
EXPENDITURE				
Room Hire	287.41		228.20	
Companies House Return	13.00		16.70	
Postage	63.11		49.20	
Stationery	98.00		191.13	
Insurance	134.82		117.07	
AIMT Membership	180.00		174.00	
Website	360.00		300.00	
Chamber of Commerce Membership Fee	60.00		60.00	
Action in Rural Sussex Membership	50.00		29.17	
Misc	9.00		0.00	
Bank Charges	145.57		51.19	
Gazebos	196.00		155.98	
Billingshurst Show Stand			25.00	
Website Domain Name Registration			105.44	
P O Box Registration	303.60			
PR	28.66			
Photocopying	353.28			
		2,282.45		1,503.08
Excess of Income over Expenditure		<u>4,609.08</u>		<u>6,891.53</u>

Lunch Club

Income and Expenditure for 2013/2014

INCOME		
B/f from 2012/13	72.80	
Donation from Billingshurst Lions	1,000.00	
Private Donation	180.00	
		<u>1,252.80</u>
Expenditure		
Room Hire	714.00	
		<u>714.00</u>
Excess of Income over Expenditure		<u>538.80</u>

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts
For the year ended 31 March 2014

ARTS Projects

Income and Expenditure for 2013/2014

INCOME

B/f from 2012/13

1,231.34

1,231.34

EXPENDITURE

Evershed Arts Pr for Activities

500.00

500.00

Excess of Income over Expenditure

731.34

Refreshments

Income and Expenditure for 2013/2014

INCOME

B/f from 2012/13

317.07

Sales

0.00

317.07

EXPENDITURE

0.00

0.00

Excess of Income over Expenditure

317.07

Billifest 2013

Income and Expenditure for 2013/2014

INCOME

B/f from 2012/13

495.00

WSCC Grant

500.00

Gatwick Airport Community Trust

250.00

Market Stallholders Donation

480.00

Donation Chamber of Commerce

200.00

Donation Billingshurst Lions

500.00

Donation Billingshurst Rotary

250.00

Raffle

402.00

Donation Reside Developments

200.00

Donation Bellway Homes

140.00

Donation Devine Homes

160.00

Donation Butcher

40.00

3,617.00

EXPENDITURE

Electrics

326.70

Stalls

2,070.00

Insurance

120.00

Advertising

38.75

Programme Design & Printing

180.80

Bin Hire

48.22

Entertainers

275.00

Misc (Poster Competition & Crew & Radio Weald Refreshments)

53.60

3,113.07

Excess of Income over Expenditure

503.93

BILLINGSHURST COMMUNITY PARTNERSHIP LIMITED
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Income and Expenditure accounts (cont...)
For the year ended 31 March 2014

<u>BILLIFEST 2014</u>	£	£
Income and Expenditure for 2013/2014		
Income		
Fee from Italian Market	150.00	
	<hr/>	150.00
Expenditure		
	0.00	
	<hr/>	0.00
		<hr/> 150.00

<u>GIGS</u>		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	4,194.89	
	<hr/>	4,194.89
Expenditure		
Digital Mixer	260.00	
	<hr/>	260.00
Excess of Income over Expenditure		<hr/> 3,934.89

<u>TAG</u>		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	1,998.99	
Donation Billingshurst Rotary	14.60	
	<hr/>	2,013.59
Expenditure		
Travel	18.90	
Misc Expenditure	143.35	
		162.25
Excess of Income over Expenditure		<hr/> 1,851.34

<u>X Box Club</u>		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	594.11	
	<hr/>	594.11
Expenditure		
Misc	0.00	
	<hr/>	0.00
		<hr/> 594.11

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

Income and Expenditure accounts (cont...)
For the year ended 31 March 2014

Youth Employment Scheme (YES Project)	£	£
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	2,167.71	
D Tilley Children's Foundation	250.00	
Horsham DC Grant	5,500.00	
Saxon Weald Grant	1,000.00	
		8,917.71
Expenditure		
Cost of Vouchers	2,596.00	
Travel	12.40	
Room Hire	22.00	
Misc	15.80	
		2,646.20
Excess of Income over Expenditure		<u>6,271.51</u>
Billingshurst Youth Council		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	3,066.18	
		3,066.18
Expenditure		
Travel	48.10	
Misc	6.98	
		55.08
Excess of Income over Expenditure		<u>3,011.10</u>
CONSULTATION WORKSHOP		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	1,200.00	
		1,200.00
Expenditure		
Maps	207.36	
Stand at Billingshurst Show	30.00	
Misc	15.00	
		252.36
		<u>947.64</u>
VILLAGE REGENERATION		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	6,754.99	
West Sussex CC Grant Walks Brochure	614.00	
		7,368.99
Expenditure		
Room Hire	176.00	
Billingshurst Walks Brochure	204.87	
Billingshurst Leaflet (Artwork & Mailshot)	162.50	
Library Info Centre/ Display	962.65	
Maps	62.50	
Printing	747.00	
Notice / Sign Boards	691.00	
Display Cabinet	1,216.00	
Misc (Letters)	47.29	
		4,269.81
Excess of Income over Expenditure		<u>3,099.18</u>

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

Income and Expenditure accounts (cont...)
For the year ended 31 March 2014

COMMUNITY SHOP (See note on Page 13)	£	£
Income and Expenditure for 2013/2014		
<u>SET UP COSTS</u>		
Income		
B/f from 2012/13	3,136.84	
		3,136.84
Expenditure		
Rent	6,000.00	
Service Charge	511.08	
Water Rates	112.83	
Business Rates	730.77	
Performing Rights Costs	328.37	
Insurance	839.97	
Credit Card Machine Costs	557.04	
Telephone / Electricity	1,288.25	
Stand at Billingshurst Show	15.00	
Registration of Domain Name	25.16	
Electrical Appliance Testing	61.20	
PR & Advertising	341.27	
Misc	196.09	
		10,987.03
		<u>-7,850.19</u>
RENTS		
Income		
B/f from 2012/13	7,426.50	
Rents Received	7,446.81	
		14,873.31
Expenditure		
		0.00
		<u>14,873.31</u>
TRADING		
Income		
B/f from 2012/13	963.97	
Sales	16,504.07	
		17,468.04
Expenditure		
Payments to Traders	15,975.34	
		15,975.34
		<u>1,492.70</u>
EDUCATION YOUTH ENTERPRISE EYE		
Income and Expenditure for 2013/2014		
Income		
B/f from 2012/13	9,635.26	
		9,635.26
Expenditure		
Architects Fees	1,000.00	
Website / software	600.00	
Room Hire	22.00	
Feasibility Study	400.00	
Site Clearance	1,680.00	
Site Survey	1,500.00	
		5,202.00
		<u>4,433.26</u>
KEY DEPOSITS (RETURNABLE)		
Income		
B/f from 2012/13	464.00	
Deposits Received	250.00	
		714.00
Expenditure		
Deposits Returned	220.00	
		220.00
		<u>494.00</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 2012/13 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 31.3.14 there were Cash Floats as follows :

Refreshments	£11.53
TAG	£5.00
Community Shop	£50.00
	<u>£66.53</u>

Transfers £1,000 tranferred from GIGS to Yes
£250 transferred from ARTS to Billifest 14
£230 transferred from Italian Markets to Billifest 14

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 witin 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.