

Company number: 06270032

Farringdon Jubilee Centre

Community interest Company

Company Number: 06270032

Financial Statements for the Year Ended 31st March 2012

THURSDAY



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A50	20/09/2012	#213
COMPANIES HOUSE		
A21	13/09/2012	#185
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**Farringdon Jubilee Centre
Allendale Road
Farringdon
Sunderland
SR3 3EL**

30/9/66/15.

Farringdon Jubilee Centre CIC
Financial Statements for the Periods

6270032

1st April 2011

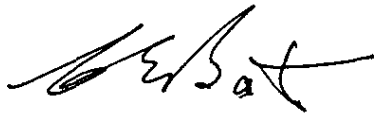
To

31st March 2012

Certificate of Approval
2011/2012 Financial Statements

We certify that the annexed income and expenditure and balance sheet have been approved by
the 'Board of Directors'.

Signed



Chairman
CHARLES BATE



Treasurer
DAVID KNOX

M Wilkins

Secretary
MARLEEN WILKINS

Date: 18th July 2012



Company number: 06270032

Farrington Jubilee Centre, Community Interest Company

Legal and Administrative Information

Name:	Farrington Jubilee Centre, Community Interest Company
Company Number:	06270032
Directors:	Charles Bate - Chairman David Knox – Treasurer Maureen Wilkins Stuart Porthouse Jeremy Chadd
Company Secretary:	Jemma Amer
Registered Office:	Allendale Road Farrington Sunderland SR3 3EL
Structure:	Farrington Jubilee Centre is a Community Interest Company, registered with Companies House on 6th June 2007.
Bankers:	The Co-operative Bank Fawcett Street Sunderland SR1 1SJ
Independent Examiner:	Susan Carruthers South Tyneside CVS John Hunt House 27 Beach Road South Shields NE33 2QA

Company number: 06270032

Farringdon Jubilee Centre, Community Interest Company

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Farringdon Jubilee Centre, Community Interest Company

Director's Report

Directors Report

In 2011 – Farringdon Jubilee Centre:

Secured Funding from:

- The Big Lottery – Young Peoples Fund - £93083
- Coalfields Regeneration Trust - £33985
- Greggs Foundation - £15000
- Awards For All - £8075
- Community Chest - £150
- Gentoo - £1283

Delivered Contracts:

- Joblinkage Working Neighbourhoods Delivery - £10778
- Learn Direct Contract - £2804
- Youth Development Group - £5449

Income Generation:

- Room Hire - £2437
- Learning Delivery - £5850
- Miscellaneous - £12239

Total Income

- **£191,133**

We have continued to support many local organisations this year as part of our ongoing development of community resources within the area including smaller grass roots groups:

- Jubilee Babes (parent and toddler group) – assistance in accessing funding
- Jubilee Watercolours – office base and administrative support
- Gentoo housing – delivery of ICT in social housing venues, community event planning and litter picks.
- South Forum – Host and line management of project
- A690 Youth Initiative – Management team support
- Plains Farm Community Initiative – Management Team support
- Teaching Primary Care Trust – Delivery of Smoking Cessation, C Card and Chlamydia Training
- Sunderland City Council – Health Champions Service
- St Davids Church - Administrative support
- Farringdon Residents association – Finance administration support and office resources.

We have also assisted larger organisations through partnership working:

- Farrington Community Sports College – continued partnership work to develop the local community- delivery of lunch and after school sessions.
- Sunderland South Forum – Ongoing partnership support mechanism, management.
- Gentoo – delivery of ICT and Arts learning in assisted housing facilities
- Sunderland City Library Service – delivery of ICT and arts learning programme across multiple venues.
- The A690 Youth initiative – Partnership Delivery
- Youth Development Group – Holiday activities for children and young people.
- Sunderland City Council – Community IT team – host of chips machine and ongoing project support

This year we have delivered 28, 10 week non-accredited learning courses the following subjects:

- Arts and crafts – 18
- ICT –6
- Worklessness – 2
- Health - 2

This year we have delivered the following one off events/workshops to meet community demand:

- Royal Wedding Celebration – Garden Party
- Jubilee Christmas Fair with choir and Santa's grotto
- Grand Slam - Ping Pong Tournament
- 4 week summer play scheme
- Half term Play scheme
- Easter fun play scheme
- Youth Excursions
- Healthy Eating Lunch Trips
- Young Peoples Pizza and cinema night
- Young Peoples Mexican evening
- Young Peoples trip through India evening
- Gentoo Summer Fayre

We have secured ongoing support from, contractors and Trust Funders have invested in the organisation.

We have developed our health provision supporting more local people to make lifestyle improvements.

We have developed a new 'Snug' room for the Launch Pad.

We have developed a Young Team of Environmental Mentors

We have moved over 120 people into work using JobStart Mentoring this year

Company number: 06270032

We have developed our 'Learn Direct' contract to provide effective accredited learning opportunities.

We operated 5 days a week 8am to 9pm delivering training between the hours of 9am and 8pm over 50 weeks of the year.

Worked in partnership with the following agencies:-

- **Sunderland South Forum** – Management and Office Rental.
- **Gentoo** – delivery of learning in supported accommodation – Drop in Job Club
- **Job Centre Plus** – Work Club provision
- **Sunderland City Libraries** – delivery of learning in libraries across Sunderland.
- **Local Education Authority** – provider of free rent to our premises.
NHS – Smoking cessation service
- **Farringdon Community Sports College** - Service provision of extended school activities within the Jubilee Centre on their behalf..
- **Joblinkage SNCBC** – Sign posting two way referral system for unemployed clients.
- **Teaching Primary Care Trust** – A partner and service provider.
- **Jubilee Watercolours** – Community Art Group, use centre to provide services including advice and guidance from staff.
- **FISCUS** – Coordinate finance support workshops within FJC.
- **Jubilee Babes** – Parent and Toddler Group, use centre to provide services including advice and guidance from staff.
- **A690 Youth Project** – Partner of 'Get Young People off the Streets' initiative, provider of youth detached worker.
- **Children Centres**– Provider of occasional family learning provision.
Local Authority – South Area council representation within the Jubilee Centre management committee.
- **The Box Youth Project** – St Chads delivery support for youth work.

X M Wilkins

M. WILKINS

Company number: 06270032

South Tyneside Council for Voluntary Service
John Hunt House, 27 Beach Road, South Shields, NE33 2QA.

Independent Examiners Report on the Accounts

Accruals Accounts

Report to the trustees of:	Farrington Jubilee Centre
Registered Company / Charity Number:	06270032
On Accounts for the Period Ended	31/03/2012
Set out on Pages.	6-7

I report on the accounts of the company for the period ended 31 March 2012, which are set out on pages 6 to 7.

Respective responsibilities of the trustees and Examiner

The trustees (who are also the directors of the company for the 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 1993 Act), and that an Independent Examination is needed

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 43 of the 1993 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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 the 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

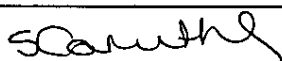
In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that in any material respect the requirements:
- To keep accounting records in accordance with the 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 Charities.

Have not been met; or

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

Signed



Date

26/06/2012

Name

Miss S Carruthers FMAAT (Association of Accounting Technicians)

Assistant Director, Finance and Resources at South Tyneside CVS

Farringdon Jubilee Centre	Company No	6270032
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Annual accounts for the period

Period start date	01/04/2011	To	Period end date	31/03/2012
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Statement of Financial Activities

	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
Incoming resources (Note 3)					
Incoming resources from generated funds	-	-	-	-	-
Voluntary income	-	-	-	-	-
Activities for generating funds	20,310	-	-	20,310	29,023
Investment income	117	-	-	117	133
Incoming resources from charitable activities	-	150,143	-	150,143	107,456
Other incoming resources	31,795	-	-	31,795	56,334
Total incoming resources	52,222	150,143	-	202,365	192,946
Resources expended (Notes 4-6)					
Costs of Generating Funds	-	-	-	-	-
Costs of generating voluntary income	-	-	-	-	-
Fundraising trading costs	-	-	-	-	-
Investment management costs	-	-	-	-	-
Charitable activities	83,930	142,363	-	226,293	177,685
Governance costs	1,583	-	-	1,583	1,055
Other resources expended	-	-	-	-	-
Total resources expended	85,513	142,363	-	227,876	178,740
Net incoming/(outgoing) resources before transfers	- 33,291	7,780	-	- 25,510	14,206
Gross transfers between funds					
Net incoming/(outgoing) resources before other recognised gains/(losses)	- 33,291	7,780	-	- 25,510	14,206
Other recognised gains/(losses)					
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Gains and losses on investment assets	-	-	-	-	-
Net movement in funds	- 33,291	7,780	-	- 25,510	14,206
Total funds brought forward	61,736	46,699	-	108,435	94,229
Total funds carried forward	28,445	54,479	-	82,925	108,435

The notes on pages 8 to 17 form an integral part of these financial statements

Balance sheet as at 31st March 2012

	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
Fixed assets					
Tangible assets (Note 7)	-	-	-	-	-
Investments	-	-	-	-	-
Total fixed assets	-	-	-	-	-
Current assets					
Stock and work in progress	-	-	-	-	-
Debtors (Note 8)	2,365	-	-	2,366	3,700
(Short term) investments	-	-	-	-	-
Cash at bank and in hand	26,580	54,479	-	81,059	105,235
Total current assets	28,945	54,479	-	83,425	108,935
Creditors: amounts falling due within one year (Note 9)	500	-	-	500	500
Net current assets/(liabilities)	28,445	54,479	-	82,925	108,435
Total assets less current liabilities	28,445	54,479	-	82,925	108,435
Creditors: amounts falling due after one year (Note 9)	-	-	-	-	-
Provisions for liabilities and charges	-	-	-	-	-
Net assets	28,445	54,479	-	82,925	108,435
Funds of the Charity					
Unrestricted funds	28,445			28,445	61,736
	-			-	-
Restricted income funds (Note 10)		54,479		54,479	46,699
Endowment funds (Note 10)			-	-	-
Total funds	28,445	54,479	-	82,925	108,435

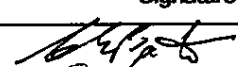
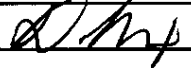
For the year ending 31/03/2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities

the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime

Signed by one or two Directors on behalf of the company

Signature	Print Name	Date of approval
	C E BATE	18.7.12
	D. KNOX	18.7.12

Note 1 Basis of preparation

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with.



Financial Reporting Standards for Smaller Enterprises (FRSSE),

1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year

1.3 Changes to previous accounts

No changes have been made to accounts for previous years

Note 2

Accounting policies

INCOMING RESOURCES**Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when

- the charity / company becomes entitled to the resources,
- the directors are virtually certain they will receive the resources, and
- the monetary value can be measured with sufficient reliability

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate

Contractual income and performance related grants

This is only included in the SoFA once the related goods or services have been delivered

Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the director's annual report.

Investment income

This is included in the accounts when receivable.

Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources

Restricted Funds

Funds to be used for specific purposes as laid down by the donor.

Governance costs

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters

Grants with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity

Support Costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage

ASSETS**Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt. Depreciation is calculated to write off the cost, less estimated residual value, of all tangible fixed assets, over the expected useful life. The rate applicable is 33% straight line for Fixtures, Fittings, Computers and Equipment.

Investments

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value

Stocks and work in progress

These are valued at the lower of cost or market value

**POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM THOSE
ABOVE**

Voluntary Income is received by way of donations and gifts, and is included in full in the Statement of Financial Activities when receivable. Grants in respect of capital expenditure are credited to a capital reserve account and are released to the income and expenditure account in equal annual instalments over the expected useful life of the relevant assets. Grants of a revenue nature are credited to the Statement of Financial Activities during the period received.

Notes to the accounts

Note 3

Analysis of incoming resources

	Analysis	This year £	Last year £
Other Incoming Resources	Refunds	17,428	23,319
	Future Jobs Fund	-	4,251
	Healthy Cities	-	10,800
	Job Linkage	14,367	17,964
		-	-
	Total	31,795	56,334
Activities for generating funds	Learning Budget	5,851	11,702
	Room Hire	3,652	6,361
	Miscellaneous	10,808	10,960
		-	-
		-	-
	Total	20,310	29,023
Investment income	Bank Interest Received	117	133
		-	-
		-	-
		-	-
		-	-
	Total	117	133
Incoming resources from charitable activities	Awards for All Grant	8,075	-
	SIB	-	6,632
	Coalfields Regeneration Trust	33,985	-
	Greggs Foundation	15,000	-
	Big Lottery Fund Grant	93,083	87,292
	UK Online	-	10,000
	ACL	-	3,532
	Total	150,143	107,456

Notes to the accounts

Note 4

Analysis of resources expended

	Analysis	This year £	Last year £
Costs of generating voluntary income		-	-
		-	-
		-	-
	Total	-	-
Fundraising trading costs		-	-
		-	-
		-	-
	Total	-	-
Investment management costs		-	-
		-	-
		-	-
	Total	-	-
Charitable activities	Cleaning, Health and Safety	1,329	98
	Depreciation	-	3
	Insurance	1,573	1,325
	Printing, Postage and Stationery	7,922	2,602
	Repairs and Building Maintenance	8,260	1,700
	Security	543	831
	Event and Training Costs	55,699	31,927
	Trainer Costs	16,455	16,875
	Telephone and Internet	2,310	2,486
	Travel and Subsistence	755	1,106
	Salary Costs	106,980	99,414
	South Forum	7,115	6,459
	IT Costs	570	-
	Equipment	3,184	-
	Catering	2,797	2,352
	Running Costs	10,720	10,508
	Donations	80	-
	Sundries	-	-
	Total	226,293	177,685
Governance costs	Accountancy & Professional	1,083	555
	Independent Examination	500	500
		-	-
	Total	1,583	1,055

Note 5 Details of certain items of expenditure**5.1 Trustee expenses**

	This year	Last year
Number of trustees who were paid expenses	None	None
Nature of the expenses	None	None
Total amount paid	£0	£0

5.2 Fees for examination or audit of the accounts

	This year £	Last year £
Independent examiner's or auditors' fees for reporting on the accounts	500	500
Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor	0	0

Note 6

Paid employees

6.1 Staff Costs

	This year £	Last year £
Gross wages, salaries and benefits in kind	98,348	98,219
Employer's National Insurance costs	8,632	8,287
Pension costs	-	-
Total staff costs	106,980	106,506

6.2 Average number of full-time equivalent employees in the year

	This year Number	Last year Number
The parts of the charity in which the employees work		
Fundraising	-	-
Charitable Activities	7	7
Governance	-	-
Other	-	-
Total	7	7

6.3 Defined contribution pension scheme

Brief details of the scheme

No pension scheme operated.

	This year £	Last year £
The costs of the scheme to the charity for the year	0	0
The amount of any contributions outstanding at the year end	0	0
The amount of any contributions prepaid at the year end	0	0

Notes to the accounts

Note 7

Tangible fixed assets

7.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Payments on account and assets under construction	Total
	£	£	£	£	£	£
Balance brought forward			-	18,281	-	18,281
Additions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers *	-	-	-	-	-	-
Balance carried forward	-	-	-	18,281	-	18,281

7.2 Accumulated depreciation and impairment provisions

Basis			SL	
Rate			33%	

Balance brought forward	-	-	-	18,278	-	18,278
Depreciation charge for year	-	-	-	3	-	3
Impairment provisions	-	-	-	-	-	-
Revaluations	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
Balance carried forward	-	-	-	18,281	-	18,281

7.3 Net book value

Brought forward	-	-	-	3	-	3
Carried forward	-	-	-	-	-	-

9.4 Revaluation

No fixed assets have been revalued during the financial year

Notes to the accounts

Note 8 Debtors and prepayments

Analysis of debtors

Trade debtors

Amounts due from subsidiary and associated undertakings

Other debtors

Prepayments and accrued income

Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
-	-	-	-
2,365	3,700	-	-
-	-	-	-
2,365	3,700	-	-

Note 9 Creditors and accruals

9.1 Analysis of creditors

Loans and overdrafts

Trade creditors

Amounts due to subsidiary and associated undertakings

Other creditors

Accruals and deferred income

Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
500	500	-	-
500	500	-	-

Notes to the accounts

Note 10 Endowment and restricted income funds

10.1 Funds held

- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
Big Lottery Fund Grant	R	The Young People's Local Fund. This fund is for The Launch Pad Youth Zone.
Coalfields Regeneration Trust	R	Grant to fund employability training. Grant is for salary costs and training
Greggs Foundation	R	This is a three year grant towards salary costs
Awards for All	R	Grant for the purchase of a wooden lodge together with associated costs.

10.2 Movements of major funds

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Gains and losses £	Fund balances carried forward £
	-				-	-
Big Lottery Fund Grant	46,698	93,083	- 96,612		-	43,169
Coalfields Regeneration Trust	-	33,985	- 24,406		-	9,579
Greggs Foundation	-	15,000	- 13,270		-	1,730
Awards for All	-	8,075	- 8,075	-	-	-
	-	-	-	-	-	-
Total Funds	46,698	150,143	- 142,363	-	-	54,478

10.3 Transfers between funds

From Fund (Name)	To Fund (Name)	Reason	Amount

Note 11**Transactions with related parties****11.1 Remuneration and benefits**

Name of trustee or connected party	Legal authority (eg order, governing document)	Amounts paid or benefit value	
		This year £	Last year £
None	None	0	0

11.2 Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	This year £	Last year £
None	None	None	0	0

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CIC 34**Community Interest Company Report**

For official use
(Please leave blank)

*Please
complete in
typescript, or
in bold black
capitals*

**Company Name in
full**

Farringdon Jubilee Centre CIC

Company Number

6270032

Year Ending

31st March 2012

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

Farringdon Jubilee Centre is a not for profit organisation who work to benefit the local community by providing services to make local improvements and raise aspirations. We currently provide, a youth project, health project, worklessness employability support, accredited and non accredited learning opportunities as well as general community development support.

(If applicable, please just state "A social audit report covering these points is attached")

(Please continue on separate continuation sheet if necessary)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are, how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear

No Consultation has been made

(If applicable, please just state "A social audit report covering these points is attached")

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes) If no remuneration was received you must state that "no remuneration was received" below

No remuneration was received

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below

No transfer of assets other than for full consideration has been made


(Please continue on separate continuation sheet if necessary)

(N.B. Please enclose a cheque for £15 payable to Companies House)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

10/08/12

Office held (tick as appropriate) ☐ Director ☒ Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Jemma Amer	
Farrington Jubilee Centre	
Allendale Road, Sunderland	
SR3 3EL	Telephone 0191 5228447
DX Number	DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG