THE COMMUNITY COUNCIL FOR SOMERSET
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED - 31 MARCH 2005
CHARITY REGISTERED NUMBER: 1069260
COMPANY NUMBER: 3541219

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TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2005

Status

The Community Council for Somerset is a charitable company limited by guarantee, registered in England under number 3541219. It is a registered charity under number 1069260. The Company was incorporated on 1st April 1998.

Membership

Membership of the company is by application to the office and will involve a guarantee for a contribution of £1 in the event of a shortfall of assets on winding up.

Activities

The principal activities of the Community Council are to promote any charitable purposes for the benefit of the community in the administrative county of Somerset and in particular the advancement of education, the protection of health and the relief of poverty and distress, and mental sickness and disability.

Trustees

The Board of Trustees are regarded for company law purposes as the Directors of the Company and as Managing Trustees for the purposes of charity law. Trustees are either appointed by certain bodies in accordance with the rules or are elected at the Annual General Meeting. The Elected Trustees retire by thirds. Unless notified in writing by the Trustee, the date of appointment by the appointing body of a new Trustee is taken as the date of resignation of the previous Trustee.

Two of the Trustees are due to retire, and may seek re-election at the next Annual General Meeting. They are Philippa Hawkes and Primrose Mallet-Harris.

The President

The General Meeting is empowered to elect a President, who may elect to be a Trustee as a result of being so elected.

Auditors

The Auditors are A C Mole & Sons and a resolution proposing their re-appointment will be put to the Annual General Meeting in accordance with section 385 of the Companies Act 1985.

Company Secretary

The Company Secretary is David M Smith who may be contacted at the registered office: Victoria House, Victoria Street, Taunton, Somerset TA1 3JZ.

Risk

The Community Council Board have considered the major risks to which the charity is exposed, as identified by the trustees, and have established systems to mitigate these risks.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2005 CONT....

Reserves

The Community Council's policy on unrestricted reserves follows the guidance provided by the Charity Commission. Our policy is to maintain reserves to cover redundancy, loss of grant income and operating costs for a maximum of 12 months including the provision of new premises, which have been identified as a need for the organisation.

Statement of Trustees' Responsibilities

We are required by law to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Community Council, and of the surplus or deficit of the Community Council for that period.

In preparing these accounts we are required to:

- select suitable accounting policies and apply them consistently
- make reasonable and prudent judgements and estimates
- state whether accounting standards have been followed, and give details of any departures
- prepare the accounts on a going concern basis unless in our view the Community Council will be unable to operate.

We are also responsible for:

- · keeping proper accounting records
- safeguarding the Community Council's assets
- taking reasonable steps for the prevention and detection of fraud.

TRUSTEES' ANNUAL REPORT

FOR THE YEAR ENDED 31 MARCH 2005 CONT....

Board Members

The Trustees who have served during the year, together with changes since, are:

	•	Date of Appointment	Date of Resignation
Philippa Hawks	Individual Member – Chairman		
Alan Marsh	Individual Member – Vice Chairman		
Jean Allgrove	Taunton Deane Borough Council		
Ann Foxhuntley	Exmoor National Park Authority &		
•	West Somerset District Council		
Dawn Hill	Sedgemoor District Council		
Primrose Mallet-Harris	Individual Member – Vice President		
Rev Robert Widdowson	Individual Member		
Sheila Rexworthy	Chair, Village Halls Committee		24.02.05
Peter Weaver	Somerset Playing Fields Association		
June Wood	South Somerset District Council		
Andrea Johnstone	Somerset Association of Local Councils		
Pat Parker	Somerset County Council		
Lesley Pring	Individual Member- President		
Ken Maddock	Trustee		08.04.04
Harvey Siggs	Mendip District Council	08.04.04	
Nicholas Bernard	Village Hall Chairman	24.02.05	
Barbara Bryan	Individual Member	08.04.04	08.10.04
Jeff Townsend	Individual Member	07.12.04	

Philippa Hawks Chairman

Date: 21 July 2005

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF THE COMMUNITY COUNCIL FOR SOMERSET

We have audited the financial statements of the Community Council for Somerset for the year ended 31 March 2005 which comprise Statement of Financial Activities, Balance Sheet and related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the members of the Community Council. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Community Council and the Community Council's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The members' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Members' Responsibilities. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Annual Report is not consistent with the financial statements, if the Community Council has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the Community Council is not disclosed.

We are not required to consider whether the statement in the Annual Report concerning the major risks to which the Community Council is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the Community Council's risk management and control procedures.

We read other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluate the overall adequacy of the presentation of information in the financial statements.

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF THE COMMUNITY COUNCIL FOR SOMERSET

Opinion

In our opinion the financial statements give a true and fair view of the Community Council's state of affairs as at 31 March 2005, and of its incoming resources and expended resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

A C Mole & Sons
Chartered Accountants
& Registered Auditors
Stafford House
Blackbrook Park Avenue
TAUNTON
Somerset TA1 2PX

Date: 21 July 2005

BALANCE SHEET

AS AT 31 MARCH 2005

	Note	2	2005		2004
FIXED ASSETS Tangible assets	2	£	£ 14,293	£	£ 9,591
CURRENT ASSETS Debtors Cash at bank and in hand	3 4	43,141 359,562		39,079 353,033	
CREDITORS Amounts falling due within one year	5	402,703 14,296		392,112 12,794	
NET CURRENT ASSETS			388,407		379,318
NET ASSETS			402,700		388,909
FUNDS Unrestricted Funds Accumulated Funds Designated Funds			113,465 34,202		92,896 39,412
	6		147,667		132,308
Restricted Funds	6		255,033		256,601
Total Funds			402,700		388,909

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

These accounts were approved by the trustees and signed on their behalf by:

Philippa Hawks Chairman

Date: 21 July 2005

D M Smith Secretary

STATEMENT OF FINANCIAL ACTIVITIES

	Note	Unrestricted Funds £	Restricted Funds	Total Funds 2005 £	Total Funds 2004 £
Incoming Resources Activities in the furtherance of the Charity's objects:					
Grants	8	205,909 6,715	295,374	501,283 6,715	393,140 7,009
Subscriptions Charges & Fees	9	6,074	12,316	18,390	3,561
Activities for generating funds: Other Income Interest Received	10	21,965 13,466	61	22,026 13,466	38,795 8,865
		254,129	307,751	561,880	451,370
Resources Expended Charitable Expenditure Cost of activities in furtherance of the					
Charity's objects: Grants payable in furtherance of the		234,602	304,169	538,771	373,628
Charity's objects: Cost of management and		-	5,150	5,150	550
administration of the Charity		4,168		4,168	3,739
	11	238,770	309,319	548,089	377,917
Net Incoming/(Outgoing) Resources Fund Balances 1 April 2004		15,359 132,308	(1,568) 256,601	13,791 388,909	73,453 315,456
Fund Balances 31 March 2005	6	147,667	255,033	402,700	388,909

INCOME AND EXPENDITURE ACCOUNT (including both Restricted and Unrestricted Funds)

	Note		2005		2004
	•	£	£	£	£
INCOME					
Grants receivable	8	501,283		393,140	
Subscriptions		6,715		7,009	
Charges and fees	9	18,390		3,561	
Other income	10	22,026		38,795	
			548,414		442,505
			340,414		442,303
DIRECT EXPENDITURE					
Direct Charitable expenditure		538,771		373,628	
Grants paid		5,150		550	
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			
	11		(543,921)		(374,178)
GROSS OPERATING SURPLUS			4,493		68,327
Administrative and Management					
Expenses	11		(4,168)		(3,739)
OPERATING SURPLUS			325		64,588
Interest received			13,466		8,865
					
NET INCOME FOR THE YEAR			13,791		73,453
					

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

1 Accounting Policies

The financial statements have been prepared under the historical cost convention and following the Statement of Recommended Practice for Charities and are in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

a Income

Income from donations, grants and subscriptions is taken to Income and Expenditure Account on receipt unless there is a Service Level Agreement or Contract in which case, with Income from Administration Charges, it is taken into account in the period to which it relates.

b Resources Expended

Resources expended are accounted for on an accruals basis. Costs are allocated based on usage on each project.

c Finance and Operating Leases

The costs of finance and operating leases are charged as they accrue.

d Tangible Fixed Assets

Depreciation is provided on office equipment and furniture at the following annual rates in order to write off each asset over its estimated useful life:

Furniture & Equipment

20% pa on cost

Computers

33 1/3% pa on cost

e Pensions

The Community Council operates a defined contribution pension scheme. Contributions payable for the year are charged in the income and expenditure account.

f Funds

Fund designations are formally approved and minuted by the Trustees. Separate accounting records are kept for designated and restricted funds.

g Investments

Investments are stated at market value at the balance sheet date. The SOFA includes all net gains and losses arising on revaluations and disposals throughout the year.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

2	Tangible Assets	Computers £	Furniture	Total
	COST	£	£	£
	At 1 April 2004 Additions	34,373 8,446	7,765 8,586	42,138 17,032
	At 31 March 2005	42,819	16,351	59,170
	DEPRECIATION		-	
	At 1 April 2004 Charge for year	27,292 9,651	5,255 2,679	32,547 12,330
	At 31 March 2005	36,943	7,934	44,877
	NET BOOK VALUE At 31 March 2005	5,876	8,417	14,293
	At 31 March 2004	7,081	2,510	9,591
3	Debtors		2005 £	2004 £
	Village Hall Loans Prepayments Other Debtors		7,466 6,884 28,791	7,133 5,385 26,561
			43,141	39,079

The Village Hall Loans figure includes £4,933 which relates to debtors falling due after more than one year.

NOTES TO THE ACCOUNTS

4	Cash at Bank and in Hand		20	005 £	2004 £
	CAF Gold & CAF Cash National Westminster Bank		268,7	179	276,496
	(less than 90 days notice)		90,7	783	76,537
			359,5	562	353,033
5	Creditors: Amounts falling due within one year		20	005 £	2004 £
	Grants in advance Accruals		3,2 11,0		1,700 11,094
			14,2	296 —	12,794
6	Fund Accounts	Incoming Resources £	Resources Expended £	Opening Balances £	Closing Balances £
	Unrestricted Funds Legacy	2,000	7,210	39,412	34,202
	General	252,129	231,560	92,896	113,465
	Total Unrestricted Funds	254,129	238,770	132,308	147,667

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

6 Fund Accounts Cont....

Fund Accounts Cont				
	Incoming	Resources	Opening	Closing
	Resources	Expended	Balances	Balances
	£	£	£	£
Restricted				
Country Work	-	1,500	3,258	1,758
Sustainability	-	.4,500	23,009	18,509
Somerset Society	-	-	28,855	28,855
Village Hall Loans	124	-	17,101	17,225
St Margarets	-	-	79,871	79,871
Voluntary Sector	20,863	46,946	31,605	5,522
Social Inclusion	34,916	30,944	(1,279)	2,693
Mendip Car Scheme	-	-	22,986	22,986
Rural Housing Enablers Project	68,260	67,254	26,498	27,504
Village of the Year	1,200	1,122	326	404
Voluntary Sector Development				
Network Post	52,877	51,161	24,371	26,087
Vista (formerly SFF)	117,951	105,364	· <u>-</u>	12,587
Countryside Communities Fund	1,600	528	-	1,072
Mendip 2 nd Homes Fund	9,960	-	-	9,960
Total Restricted Fund	307,751	309,319	256,601	255,033
			2005	2004
Fund Assets	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed Assets	3,892	10,401	14,293	9,591
Current Assets				
Debtors	28,271	14,870	43,141	39,079
Bank	127,100	232,462	359,562	353,033
Creditors	(11,596)	(2,700)	(14,296)	(12,794)
Net Assets	147,667	255,033	402,700	388,909

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

6 Fund Accounts Cont....

The Legacy Fund represents funds designated for possible future fixed asset acquisition.

The Country Work Fund is a grant fund which is to support fledgeling Community Enterprise.

The Sustainability Fund is a fund provided by Local Authorities administered by the Community Council to promote sustainable community buildings.

The Somerset Society Fund represents the residual funds of another charity and is held on specific trusts for Training and Education Initiatives.

The Village Hall Loans Fund represents funds available for loans at interest to Village Halls.

The Capital of the St Margarets Trust was received from the Trustees in 1997 by the previous unincorporated body. The property, which is held in connection with the Community Council trusts, was sold and the capital sum invested in the same trusts, whereby the income arising is due to the Community Council for Somerset as unrestricted income. The Capital sum cannot be spent other than in accordance with the terms of the "old" Trust Deed. The Trustees for this Fund are Peter Speke, Mrs Lesley Pring, Peter Berman and Brian Tanner. They have agreed to the capital monies being invested with the other funds so that an improved rate of return can be achieved. With the Legacy Fund this gives a sum in excess of £100,000 for investment. These funds are held in the Charities Aid Foundation investment known as CAF Gold.

The Voluntary Sector Fund is held on behalf of the Somerset Voluntary Sector Network (SVSN) and is for two purposes: the development of the Network itself to be the voice of and a channel of communication for others with the voluntary and community sectors in Somerset; and the development of infrastructure support for the sector so that it can be more sustainable.

The Social Inclusion Fund is a project with the aim of enabling people living in small rural communities to identify the problems faced by those who are socially excluded and to tackle the needs identified and to strengthen rural communities so that they are more inclusive and meet the needs of the whole community. The deficit arose due to the summer conference expenses being met from this Fund as part of the Social Inclusion remit, although income from attendance was kept in the general fund as the conference covered all aspects of the council's work.

The Mendip Car Scheme is a grant fund which develops car schemes to compliment existing transport provision.

The Rural Housing Enablers Project is a project to promote the provision of rural affordable housing in Somerset.

The Village of the Year fund is for the administrative costs of the Village of the Year competition, which aims to celebrate community life and community projects in Somerset's villages.

The Voluntary Sector Development Network Post Fund is to pay for a worker for a specific project, to develop the Voluntary Sector Network as an organisation supporting the work of infrastructure bodies in Somerset.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

6 Fund Accounts Cont....

The Vista Fund is funding held by the Community Council from principally the Learning and Skills Council Somerset for a project to address the "key development needs" of the voluntary and community sectors in Somerset. This will be achieved through the delivery of specific programmes which will: develop the skills and expertise of volunteer and paid staff; advance service excellence; support new collaborations; and empower staff to be more widely involved in planning and service development.

The Countryside Communities Fund is a three year project funded by the Big Lottery whose aims are: to improve the confidence of individuals and/or groups to link in with relevant support agencies and meet the needs of their communities more effectively; to increase the capacity of individuals active in the voluntary and community sector in rural Sedgemoor to meet the needs of their communities; and to increase the viability of the sector groups to obtain funding.

The Mendip 2nd Homes Fund is the source of funding for a bid made by Mendip Community Support, a project hosted by the Community Council, and the Somerset Youth Volunteer Network to develop a database of volunteers in Mendip and to match them to volunteering opportunities.

7 Share Capital and Control

The Community Council for Somerset is a company limited by guarantee and does not have a share capital. The liability of the guarantors, who are the members, is limited to £1 per guarantor. At 31 March 2005 the Council had 109 members. The company is registered in England and Wales. The company is not controlled by any one party.

NOTES TO THE ACCOUNTS

8	Grant Aid	2005	2004
	The Countried Agency	£ 179,185	£
	The Countryside Agency Somerset County Council	47,960	183,941
	Mendip District Council	41,939	67,060 44,023
	Sedgemoor District Council	24,482	24,641
	South Somerset District Council	15,219	14,555
	Taunton Deane Borough Council	14,866	7,410
	West Somerset District Council	2,000	2,000
	Lloyds TSB Foundation for England and Wales	2,000	10,000
	Hallmark	920	10,000
	Voluntary Network Sector	44,850	_
	Learning & Skills Council	102,475	17,605
	Calor Gas Limited – Village of the Year	1,200	1,200
	Sedgemoor Lottery Project	2,150	1,200
	Rural Housing	250	_
	Home Office	23,787	_
	Community Action		250
	Community Council for Staffordshire	-	250
	Community Initiatives Project Officer	-	11,824
	Frome Social Services	-	3,500
	Community Regeneration	-	4,881
	•		
		501,283	393,140
			
9	Charges and Fees	2005	2004
		£	£
	Other Fees	-	628
	Training	18,390	2,933
		18,390	3,561
			
10	Other Income	2005	2004
		£	£
	Insurance Commission	-	3,601
	Lettings	13,944	12,743
	Commissions Received	90	30
	Conference Income Publication Sales	2,347	17,144
		3,495	2,435
	Village Hall Loans	124	206
	Legacies and Bequests Donations	2,000	-
	Miscellaneous	5 21	80
	miscentificous		2,556
		22,026	38,795

NOTES TO THE ACCOUNTS

Resources Expended	20	005		2	004	
•	Staff Costs	Other Direct	Total	Staff	Other Direct	Tota
		Costs		Costs	Costs	
	£	£	£	£	£	į
Cost of activities in furtherance of						
the Charity's objects:						
Salaries	294,989	-	294,989	246,108	-	246,10
Travel	-	19,614	19,614	-	16,030	16,03
Postage	-	7,436	7,436	_	6,239	6,23
Telephone	-	5,603	5,603	_	4,059	4,05
Print etc	_	15,835	15,835	_	6,072	6,07
Rates & Insurance	_	3,226	3,226	_	1,116	1,11
Training	_	10,309	10,309	_	3,528	3,52
Office Equipment		10,507	10,507		5,520	عدود
Maintenance	-	1,538	1,538	_	68	6
Leasing Contract	_	1,550	1,550	_	6,050	6,05
Building Maintenance		_		_	0,050	0,05
-		3,713	3,713		1 660	1 66
& Cleaning Thatab Production	-	3,713	3,713	-	1,660	1,66
Thatch Production		0.014	9 0 1 4		0.224	0.70
Costs	-	8,914	8,914	-	9,724	9,72
Membership Fees	-	8,192	8,192	_	6,941	6,94
General	-	-	-	-	1,929	1,929
Publications	-	442	442	-	404	404
Depreciation	-	12,330	12,330	-	9,620	9,620
Office Costs – rent	-	27,762	27,762	-	21,346	21,34
Bank Charges	-	630	630	-	571	57
Consultants Fees	-	33,454	33,454	-	3,981	3,98
Appraisal Sundries	-	-	-	-	2,099	2,099
Conference and						
Meeting Expenses	-	14,572	14,572	-	15,192	15,192
Adverts		1,553	1,553	-	1,756	1,750
Function Costs	-	317	317	-	· -	
Project Costs	_	-	_	_	8,625	8,625
Voluntary Sector Costs	_	3,363	3,363	_	510	510
Recruitment Costs	_	3,900	3,900	-	-	
Hallmark Costs	_	279	279	-	_	
Vista & SVSN Fund Payments	-	60,800	60,800	-	-	
	294,989	243,782	538,771	246,108	127,520	373,628
Grants payable in furtherance of the Charity's objects:			,	,	,,020	2.3,020
Grants Payable Cost of management and	-	5,150	5,150	-	550	550
administration of the charity: Audit & Accountancy	-	4,168	4,168	. -	3,739	3,739
	294,989	253,100	548,089	246,108	131,809	377,917

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

11 Resources Expended Cont....

Other direct costs include	2005 £	2004 £
Audit Fees Depreciation	2,100 12,330	2,000 9,690

12 Obligation Under Leasing Agreements

The following payments are committed to be paid within one year:

	Land and Buildings \pounds	Other operating Leases £
Expiring between one and five years	16,200	-

The Current office lease expires in June 2007.

13 Related Party Transactions

Committee Member/Director	Related Party	Description of Transaction
Mr P Weaver	Somerset Playing Fields Association	The Council received rent and administration support of £2,400. The Council recharged various different expenses amounting to £1081.21.
Mrs J Wood	South Somerset District Council	The Council received £8,533 in the form of a grant.
Mrs D Hill	Sedgemoor District Council	The Council received £8,898 in the form of a grant.
Ms A Foxhuntley	West Somerset District Council	The Council received £2,000 in the form of a grant.
Mrs J Allgrove	Taunton Deane Borough Council	The Council received £8,180 in the form of a grant.
Mrs A Johnstone	Somerset Association of Local Councils	The Council received rent of £2103.90 and administration support income of £5,531.75. The Council recharged expenses amounting to £4,419.20. The Association owed £1022.87 at the Balance Sheet date.
Mr P Parker	Somerset County Council	The Council received £42,160.30 in the form of a grant
Mr H Siggs	Mendip District Council Page 17	The Council received £10,497 in the form of a grant.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2005

14 Staff Salaries

Stall Salaries	2005 £	2004 £
Gross Salaries	257,821	216,345
National Insurance (Employers)	23,688	19,746
Pension Contributions	12,707	9,270
SCC Fees re. Salaries	773	747
		
	294,989	246,108
	<u> </u>	

- i) The average number of staff during the year was 15 (2004 15)
- ii) All permanent members of staff may now be admitted to the Money Purchase Scheme run by the Pensions Trust.
- iii) For this year Somerset County Council ran the payroll on an agency basis.
- iv) There are no employees with emoluments exceeding £50,000.

15 Trustees Remuneration

No payments have been made to, or on behalf of, the Trustees.