

REGISTERED COMPANY NUMBER: 04329944 (England and Wales)
REGISTERED CHARITY NUMBER: 1090806

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012
FOR
COMMUNITY ACTION SOUTH EAST

WEDNESDAY



A14 *A1K7G3WA* #128
24/10/2012
COMPANIES HOUSE

Calcutt Matthews
Chartered Accountants and Registered Auditors
19 North Street
Ashford
Kent
TN24 8LF

COMMUNITY ACTION SOUTH EAST

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for the Year Ended 31 March 2012**

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COMMUNITY ACTION SOUTH EAST

REPORT OF THE TRUSTEES for the Year Ended 31 March 2012

The trustees who are also directors of the charity for the purposes of the Companies Act 2006 present their report with the financial statements of the charity for the year ended 31 March 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Constitution

Community Action South East is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association incorporated on 27 November 2001 (as amended 6 April 2006). The company changed its name from Community Action South and East Kent by Special Resolution on 26th January 2011. Charity number 1090806. Company number 4329944.

Company Secretary and Chief Executive Officer: J Perfect

Directors and trustees

The directors of this charitable company ("the charity") are its trustees for the purposes of charity law and throughout this report are collectively referred to as the trustees. As set out in the Articles of Association the chairman of the trustees is elected by the trustees. Trustees are elected by rotation by members of the charity attending the Annual General Meeting. The trustees have power to co-opt members between AGMs as they deem necessary.

The directors serving during the year were as follows:

Malcolm Barry (Chair)

John Reilly

John Holley

David East

Jonathan Sloggett

Registered office

Berwick House

8 Elwick Road

Ashford

Kent TN23 1PF

Dover address

Maison Dieu House

Biggin Street

Dover

Kent CT16 1DW

Thanet office

Foresters Hall

Meeting Street

Ramsgate

Kent CT11 9RT

Auditors

Calcutt Matthews

19 North Street

Ashford

Kent TN24 8LF

Bankers

CAF Bank Ltd

King's Hill

West Malling

Aylesford, Kent ME19 4JQ

Investment Managers

Scottish Widows

67 Morrison Street

Edinburgh

EH3 8YJ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The number of trustees must not be less than three but they are not subject to a maximum. The existing trustees have the power to appoint additional trustees to any unremunerated office of the charity.

REPORT OF THE TRUSTEES
for the Year Ended 31 March 2012

Induction and training of new trustees

All potential Trustees are sent a guide to the Roles and Responsibilities of Trustees as published by the Charity Commission, copies of the previous annual accounts and board minutes. They undertake a basic skills audit before joining. Any required training will be identified and can be provided. New trustees will attend internal training where possible. In addition they are encouraged to be familiar with relevant Charity Commission guidance.

Organisational structure

The charity is overseen by an active board of trustees who meet at least quarterly and discuss short, medium and long term objectives.

Wider network

The Charity is not part of a wider network.

Related parties

None

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. They have agreed that they will carry out a full risk assessment of the organisation every two years.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The main objectives of the charity are

- 1 the promotion of any charitable purpose for the benefit of the community in the county of Kent and South East of England but also elsewhere
- 2 the advancement of education, the protection of health and the relief of poverty, distress and sickness
- 3 to promote and facilitate co-operation and partnership working between sectors and relevant bodies

Significant activities

- working with organisations in the voluntary and community sector to help them sustain their services to their beneficiaries
- to help develop services within the voluntary and community service to serve identified needs which are currently not being met
- to provide access to advice and information to groups within the voluntary and community sector on all aspects of running a charity and/or company
- to provide access to training to organisations within the sector
- to help to provide a voice for the sector through representation of the sector with statutory bodies

Volunteers

The trustees wish to thank those who worked tirelessly in a voluntary capacity in their support of the charity.

ACHIEVEMENT AND PERFORMANCE

At the beginning of this financial year the budget was set at a deficit of £68,000. However due to diligent management and success in gaining further funding for the Out & About project, this was reduced to an operational deficit of £38,000. This was also achieved by the hard work and commitment shown by all within the organisation. We were also fortunate in securing extra pieces of consultancy work and some further funding for the Aiming High project.

CASE remains committed to working in partnership with others in our sector to meet the needs of our sector and its beneficiaries. During this year, we were part of the consortium which bid successfully to the Office of the Third Sector for a Transforming Infrastructure Grant. This fund of £594,000 was awarded to the consortium and the development and delivery of this project commenced in April 2012.

Core Grant – KCC provides this grant which underpins the core work of CASE and supports the work we do with groups within the voluntary, community and social enterprise sector.

- Within the year CASE provided information to groups within the sector which led them to achieving some £488,108 of funding (this is the figure which has been reported back to us and is, the Trustees believe, an underestimate).
- CASE has facilitated 8 training courses and 2 workshops with 152 delegates. This training programme achieved an overall success rating by delegates of 88%.
- We have continued to run local networks both in Dover and Shepway and have also started a new network in Ashford. In total we have provided 11 network meetings with a total of 393 attendees.
- We have provided 10 newsletters and 100 e-bulletins to those on our database. These publications contain links to funders, short summation of topics of general interest and general updates.
- Our Community Project Advisors have continued to provide support on a one-to-one basis to over 400 groups.
- We have continued to support local forums representing both older people and those with disabilities.

We also receive a grant from Thanet District Council which assists us in achieving the above activities within Thanet.

Out & About

During 2010-11 we ran a project for KCC which was then called Aiming High. The funding for this project ended 31/3/2011. However, in late July 2011 we were approached by KCC to see if we could recommence this service until the end of March 2012. It was therefore relaunched under the new name of 'Out & About' and was extremely successful. Between 1/8/2011 and 31/3/2012 we organised 12 family days at several venues – including Chessington, World of Adventure, the pantomime at Chatham, Diggerland, et cetera. 143 children with disabilities within 128 families and a total of 511 people attended these events.

At the end of the project we surveyed all the families on our database and 95% of respondents reported that the project enabled families to attend venues they could not otherwise get to, 95% answered that the project had improved relationships within the families, 90% reported that it had made a positive difference to the children with disabilities.

Unfortunately we were unable to secure further funding from KCC for this worthwhile project. We are now investigating whether we can get funding from philanthropic sources for this project.

ACHIEVEMENT AND PERFORMANCE (CONTINUED)

Big Lottery funded BASIS project in Dover

This project was funded by the Big Lottery Fund and provided a full time officer to support the Dover District Voluntary and Community Sector Network. It also undertook a representational role across the district. The project also provided a part-time Compact Officer whose role was to ensure that all parts of the public sector and members of the voluntary, community and social enterprise sector are aware of and use the principles of the Compact whilst working together. This project exceeded its targets and the funding for the three-year project ended on 31/12/2011.

However, at the end of 2011, we were contacted by the Big Lottery Fund and invited to apply to new BLF funding streams: Supporting Change and Supporting Impact. We applied to both and are pleased to report that we were successful in both applications. This means that we will continue our work with local networks and with the Compact across our whole area of benefit from 1/4/2012-31/3/2013.

FINANCIAL REVIEW

Overview

The Trustees were aware that there would be a fall in the turnover of the charity in 2011/12 and planned to meet this contingency from their reserves. This fall in income results from the completion of projects and the lack of funding which is currently available for our core work.

The Trustees are aware of the public sector's needs to cut expenditure and of its possible effect on the income which will be provided to CASE in future. The trustees are investigating ways of resolving the serious problems this creates for the organisation and the sector it supports.

As these accounts demonstrate, we are still in a fortunate position of holding reasonable financial reserves which enable the Trustees to explore the future of the charity.

Reserves policy

The Charity Commission advice to all charities is that they should have a reserves policy which helps them to secure their viability beyond the immediate future and to provide continuity of service over the longer term. The Trustees are also aware that funders do not expect to see substantial reserves when better use can be made of the funds. With this in mind the unrestricted reserves available to CASE now provide slightly more than 6 months' cover for unrestricted expenditure. If our activities expand, the Trustees will ensure that the reserves are increased to meet the required minimum.

Principal funding sources

Kent County Council, Thanet District Council & the Big Lottery Fund

Funding

The charity is dependent on annual grants. Funding arrangements are in place to 31 March 2013 for the charity. The charity's activities have been funded in this way since it was formed. The trustees are not confident that adequate funding will be made available for the year to 31 March 2014.

FUTURE DEVELOPMENTS

The Trustees are aware of the challenges which are currently being faced by charities as a result of the cut to public sector funding and the effects of the ongoing recession

PUBLIC BENEFIT

The charity provides public benefit by promoting the efficiency of other charities. A summary of the major work and assistance provided by the charity is available on its website at <http://www.casekent.org.uk/index.html>

The trustees have reviewed the Charity commission guidelines on public benefit and are satisfied that the charity provides public benefit in line with this guidance

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Community Action South East for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charity SORP,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

REPORT OF THE TRUSTEES
for the Year Ended 31 March 2012

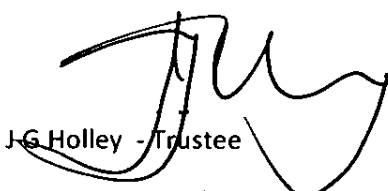
STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information

AUDITORS

The auditors, Calcutt Matthews, will be proposed for reappointment at the forthcoming Annual General Meeting

ON BEHALF OF THE BOARD


J.G. Holley - Trustee

Date 8/10/12

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF COMMUNITY ACTION SOUTH EAST

We have audited the financial statements of Community Action South East for the year ended 31 March 2012 on pages nine to fourteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's 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 charitable company and the charitable company'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

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

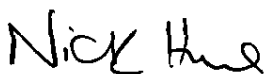
In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF
COMMUNITY ACTION SOUTH EAST


Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Report of the Trustees



Nick Hume (Senior Statutory Auditor)
for and on behalf of Calcutt Matthews
Chartered Accountants and Registered Auditors
19 North Street
Ashford
Kent
TN24 8LF

Date 

COMMUNITY ACTION SOUTH EAST

STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2012

		Unrestricted Funds	Designated funds	Restricted funds	2012 Total Funds	2011 Total Funds
	Notes					
INCOMING RESOURCES						
Incoming resources from generating funds						
Activities for generating funds	2	£ 19,921	£ 3,394	£ -	£ 23,315	£ 57,957
Investment income	3	£ 320	£ -	£ -	£ 320	£ 552
Incoming resources from charitable activities						
Charity support services	4	£ 120,944	£ -	£ 66,022	£ 186,966	£ 424,095
Total incoming resources		<u>£ 141,185</u>	<u>£ 3,394</u>	<u>£ 66,022</u>	<u>£ 210,601</u>	<u>£ 482,604</u>
RESOURCES EXPENDED						
Costs of generating funds						
Cost of generating voluntary income	5	£ -	£ -	£ 9,133	£ 9,133	£ 17,864
Charitable activities						
Charity support services	6	£ 172,302	£ -	£ 78,034	£ 250,335	£ 388,075
Governance costs	8	£ 1,080	£ -	£ -	£ 1,080	£ 1,380
Other resources expended	7	£ 4,943	£ -	£ 1,093	£ 6,036	£ 10,383
Total resources expended		<u>£ 178,325</u>	<u>£ -</u>	<u>£ 88,260</u>	<u>£ 266,585</u>	<u>£ 417,702</u>
NET (OUTGOING)/INCOMING RESOURCES						
before transfers		-£ 37,140	£ 3,394	-£ 22,238	-£ 55,984	£ 64,902
Gross transfers between funds		£ -	£ -	£ -	£ -	£ 64,902
Net (outgoing)/incoming resources		<u>-£ 37,140</u>	<u>£ 3,394</u>	<u>-£ 22,238</u>	<u>-£ 55,984</u>	<u>£ 64,902</u>
RECONCILIATION OF FUNDS						
	9					
Total funds brought forward		£ 127,302	£ 60,000	£ 62,120	£ 249,422	£ 184,520
Transfers across funds		£ -	£ -	£ -	£ -	£ 45,000
TOTAL FUNDS CARRIED FORWARD		<u>£ 90,162</u>	<u>£ 63,394</u>	<u>£ 39,882</u>	<u>£ 193,438</u>	<u>£ 249,422</u>

The notes form part of these financial statements

COMMUNITY ACTION SOUTH AND EAST KENT

BALANCE SHEET

At 31 March 2012

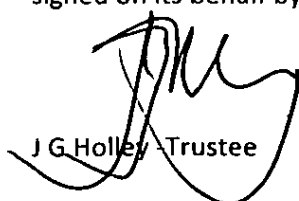
		2012				2011	
		Unrestricted	Funds	Restricted	Funds	Total	Total
						Funds	Funds
FIXED ASSETS	Notes						
Tangible assets	12	£	1,157	£	-	£ 1,157	£ 2,679
CURRENT ASSETS							
Debtors amounts falling due within one year	13	£	3,961		-	£ 3,961	£ 2,841
Cash at bank and in hand		£	155,603	£	39,882	£ 195,485	£ 253,137
CREDITORS							
Amounts falling due within one year	14	-£	7,165	£	-	-£ 7,165	-£ 9,235
NET CURRENT ASSETS		£	152,399	£	39,882	£ 192,281	£ 246,743
TOTAL ASSETS LESS CURRENT LIABILITIES		£	153,556	£	39,882	£ 193,438	£ 249,422
NET ASSETS							
FUNDS	15					2012	2011
Unrestricted funds						£ 90,162	£ 127,302
Designated funds						£ 63,394	£ 60,000
Restricted funds						£ 39,882	£ 62,120
TOTAL FUNDS						<u>£ 193,438</u>	<u>£ 249,422</u>

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

The financial statements were approved by the Board of Trustees on
signed on its behalf by

8/10/12

and were


J G Holley - Trustee

The notes form part of these financial statements
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NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31st March 2012

1 ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

Going Concern

These financial statements have been prepared on the going basis. The Trustees have considered the uncertainties in relation to the charity's future funding and are confident of the charity's ability to continue as a going concern.

Incoming resources

Income is included in incoming resources in the period to which that income relates. Income relating to future periods are included in deferred income.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where support costs cannot be directly attributed to particular headings they have been allocated to charitable activities on a basis consistent with the use of resources. There is only one charitable activity therefore all support costs have been allocated to this activity.

Allocation and apportionment of costs

Head office costs are allocated to projects.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 25% on reducing balance

Computer equipment - 33% on cost

COMMUNITY ACTION SOUTH AND EAST KENT

NOTES TO THE FINANCIAL STATEMENTS

for the Year Ended 31st March 2012

Taxation

As the majority of the charity's activities are classified as exempt or non-business activities for the purposes of value added tax, the charity is unable to reclaim all the value added tax which it suffers on its purchases. Expenditure in these financial statements is therefore shown inclusive of value added tax.

Fund accounting

Funds held by the charity are either

- a) Unrestricted general funds - these are funds which can be used in accordance with the charitable objectives at the discretion of the trustees
- b) Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects
- c) Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the grant making authority.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Interest receivable

Interest is included when receivable by the charity.

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31st March 2012

2 ACTIVITIES FOR GENERATING FUNDS

	2012	2011
Fees for training courses	£ 2,245	£ 6,643
Miscellaneous Income	£ 3,335	£ 20,860
Management fees	£ 10,299	£ 22,454
Conferences and Forums	£ -	£ 8,000
Donations	£ 300	£ -
Aylesham Neighbourhood Project	£ 2,750	£ -
Ashford Community Network	£ 992	£ -
Aiming High parent contributions	£ 3,394	
	<u>£ 23,315</u>	<u>£ 57,957</u>

3 INVESTMENT INCOME

	2012	2011
Deposit account interest	£ 320	£ 552

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	2012	2011
KCC Funding	Charity support services	£ 115,944	£ 333,201
Thanet District Council funding	Charity support services	£ 5,000	£ 5,000
Other grants	Charity support services	£ 66,022	£ 85,894
		<u>£ 186,966</u>	<u>£ 424,095</u>

Grants received, included in the above, are as follows

	2012	2011
KCC Core Grant	£ 115,944	£ 160,003
KCC Aiming High Grant	£ -	£ 93,750
KCC CILA Project Grant	£ -	£ 79,448
Big Lottery Fund BASIS Grant	£ 28,196	£ 63,958
PCT	£ -	£ 5,148
LCSP	£ -	£ 3,623
Home Office	£ -	£ 15,000
SSCF	£ -	£ 3,165
East Folkestone Together	£ 4,672	£ -
Thanet District Council	£ 5,000	£ -
Big Lottery Fund - Supporting Change	£ 10,000	£ -
Big Lottery Fund - Supporting Impact	£ 20,154	£ -
NAVCA	£ 3,000	£ -
	<u>£ 186,966</u>	<u>£ 424,095</u>

5 COSTS OF GENERATING VOLUNTARY INCOME

	2012	2011
Management fees	£ 9,133	£ 17,864

6 CHARITABLE ACTIVITIES COSTS

	Direct costs	Total
Charity support services	£ 250,335	£ 388,075

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31st March 2012

7 SUPPORT COSTS

	Management	Finance	Totals
Other resources expended	<u>£ 6,032</u>	<u>£ 4</u>	<u>£ 6,036</u>

8 GOVERNANCE COSTS

	2012	2011
Accountancy	<u>£ 1,080</u>	<u>£ 1,380</u>

9 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting)

	2012	2011
Depreciation - owned assets	£ 1,522	£ 1,523
Other operating leases	£ -	£ 10,476

10 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2012
nor for the year ended 31 March 2011

Trustees' Expenses

There were trustees' expenses amounting to £156 paid during the year ended 31 March
2012, £307 for the year ended 31 March 2011

11 STAFF COSTS

	2012	2011
Wages and salaries	£ 183,265	£ 258,825
Social security costs	£ 17,261	£ 22,289
	<u>£ 200,525</u>	<u>£ 281,114</u>

No member of staff was paid over £60,000 during the year

COMMUNITY ACTION SOUTH AND EAST KENT

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31st March 2012

12 TANGIBLE FIXED ASSETS

	Fixtures and fittings	Computer equipment	Totals
COST			
At 1 April 2011 and 31st March 2012	<u>£ 9,149</u>	<u>£ 38,887</u>	<u>£ 48,036</u>
 DEPRECIATION			
At 1 April 2011 and 31st March 2012	£ 7,413	£ 37,944	£ 45,357
Charge for year	<u>£ 579</u>	<u>£ 943</u>	<u>£ 1,522</u>
 At 31 March 2012	<u>£ 7,992</u>	<u>£ 38,887</u>	<u>£ 46,879</u>
 NET BOOK VALUE			
At 31 March 2011	<u>£ 1,736</u>	<u>£ 943</u>	<u>£ 2,679</u>
 At 31 March 2012	<u>£ 1,157</u>	<u>£ -</u>	<u>£ 1,157</u>

13 DEBTORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012	2011
Trade debtors	£ 3,003	£ 2,531
Prepayments	£ 958	£ 310
	<u>£ 3,961</u>	<u>£ 2,841</u>

14 CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	2012	2011
Trade creditors	£ 3,574	£ 5,700
Other creditors	£ 3,591	£ 1,035
Funding in advance	£ -	£ 2,500
	<u>£ 7,165</u>	<u>£ 9,235</u>

COMMUNITY ACTION SOUTH AND EAST KENT

NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31st March 2012

15 MOVEMENT IN FUNDS

	1st April 2011	Net movement in funds	31st March 2012
Unrestricted funds			
General fund	£ 127,302	-£ 37,140	£ 90,162
IT replacement fund	£ 15,000	£ 3,394	£ 18,394
Contingency Fund	£ 35,000	£ -	£ 35,000
Modernisation	£ 10,000	£ -	£ 10,000
	<u>£ 187,302</u>	<u>-£ 33,746</u>	<u>£ 153,556</u>
Restricted funds			
BASIS Dover - Big Lottery Fund	£ 18,742	£ 9,972	£ 28,714
LCSP Fund	£ 2,626	-£ 2,626	£ -
SSCF	£ 266	£ -	£ 266
Aiming High	£ 40,486	-£ 29,816	£ 10,670
East Folkestone Together	£ -	£ 232	£ 232
	<u>£ 62,120</u>	<u>-£ 22,238</u>	<u>£ 39,882</u>
TOTAL FUNDS	<u>£ 249,422</u>	<u>-£ 55,984</u>	<u>£ 193,438</u>

Net movement in funds, included in the above are as follows

	Balance B/F	Incoming resources	Resources expended	Surplus /(Deficit)	Balance C/F
Unrestricted funds					
General fund	£ 127,302	£ 141,185	£ 178,325	-£ 37,140	£ 90,162
Designated funds	£ 60,000	£ 3,394	£ -	£ 3,394	£ 63,394
Restricted funds					
BASIS Dover - Big Lottery Fund	£ 18,742	£ 28,196	£ 46,938	-£ 18,742	£ -
BASIS - Big Lottery Fund					
Supporting Change	£ -	£ 10,000	£ 1,440	£ 8,560	£ 8,560
BASIS - Big Lottery Fund					
Supporting Impact	£ -	£ 20,154	£ -	£ 20,154	£ 20,154
LCSP Fund (network)	£ 2,626	£ -	£ 2,626	-£ 2,626	£ -
SSCF	£ 266	£ -	£ -	£ -	£ 266
Aiming High	£ 40,486	£ -	£ 29,816	-£ 29,816	£ 10,670
East Folkestone Together	£ -	£ 4,672	£ 4,440	£ 232	£ 232
NAVCA	£ -	£ 3,000	£ 3,000	£ -	£ -
	<u>£ 62,120</u>	<u>£ 66,022</u>	<u>£ 88,260</u>	<u>-£ 22,238</u>	<u>£ 39,882</u>
TOTAL FUNDS	<u>£ 249,422</u>	<u>£ 210,601</u>	<u>£ 266,585</u>	<u>-£ 55,984</u>	<u>£ 193,438</u>

Big Lottery BASIS Dover - provision of support and expertise to voluntary groups in Dover and the district

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2012

INCOMING RESOURCES

Activities for generating funds

	2012	2011
Fees for training courses	£ 2,245	£ 6,643
Miscellaneous Income	£ 3,335	£ 20,860
Management fees	£ 10,299	£ 22,454
Conferences and Forums	£ -	£ 8,000
Donations	£ 3,694	£ -
Aylesham Neighbourhood Project	£ 2,750	£ -
Ashford Community Network	£ 992	£ -
	£ 23,315	£ 57,957

Investment income

Deposit account interest	£ 320	£ 552
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Incoming resources from charitable activities

KCC Funding	£ 115,944	£ 333,201
Thanet District Council	£ 5,000	£ 5,000
Other grants	£ 66,022	£ 85,894
	£ 186,966	£ 424,095

Total incoming resources

£ 210,601	£ 482,604
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RESOURCES EXPENDED

Costs of generating voluntary income

	2012	2011
Management fees	£ 9,133	£ 17,864

	CORE	Restricted	Total 2012	Total 2011
Charitable activities				
Wages/NI/Pension	£ 147,646	£ 52,879	£ 200,525	£ 285,400
Rent	£ 6,138	£ 3,971	£ 10,109	£ 9,355
Telephone	£ 2,130	£ 924	£ 3,053	£ 2,894
Postage and stationery	£ 573	£ 802	£ 1,375	£ 2,058
Travel	£ 2,271	£ 1,208	£ 3,479	£ 7,492
Sundries	£ 456	£ 589	£ 1,046	£ 1,561
Training for beneficiaries	£ 1,297	£ -	£ 1,297	£ 929
Conference costs	£ -	£ -	£ -	£ 2,883
Meeting costs	£ 550	£ 2,241	£ 2,791	£ 11,256
Professional fees	£ 360	£ -	£ 360	£ -
Publicity and promotion	£ -	£ -	£ 1,440	£ 930
IT Support	£ 4,354	£ 3,058	£ 5,972	£ 4,655
Fixtures and fittings	£ -	£ -	£ -	£ -
Computer equipment	£ -	£ -	£ -	£ 1,729
Depreciation	£ 1,522	£ -	£ 1,522	£ 1,523
Photocopying	£ 1,264	£ 782	£ 2,047	£ 1,533
Project Expenditure	£ 3,742	£ 11,579	£ 15,321	£ 53,877
	£ 172,302	£ 78,034	£ 250,335	£ 388,075

COMMUNITY ACTION SOUTH EAST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2012

	CORE		Restricted		Total 2012		Total 2011
Governance costs							
Accountancy	£	1,080	£	-	£	1,080	£ 1,380
Support costs							
Management	£	156	£	25	£	181	£ -
Recruitment expenses	£	-	£	404	£	404	£ -
Subscriptions & Publications	£	755	£	-	£	755	£ 527
Insurance	£	1,576	£	425	£	2,000	£ 1,767
Staff training	£	1,679	£	239	£	1,918	£ 5,518
Cleaning	£	417	£	-	£	417	£ 582
Equipment hire/Purchase	£	357	£	-	£	357	£ 1,671
	£	4,939	£	1,093	£	6,032	£ 10,065
Finance							
Bank charges	£	4	£	-	£	4	£ 160
Repairs and renewals - IT	£	-	£	-	£	-	£ 158
	£	4	£	-	£	4	£ 318
Total resources expended	£	178,325	£	88,260	£	266,585	£ 417,702
Net deficit/surplus						-£ 55,984	£ 64,902