

**REGISTERED COMPANY NUMBER: 6675645 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1135412**

Report of the Trustees and  
Unaudited Financial Statements For The Year Ended 30 September 2011  
for  
Norwich Christian Resources

Abacus Accountants Norwich Limited  
Suite1, The Hub  
St Mary's House  
Duke Street  
Norwich  
Norfolk  
NR3 1QA

SATURDAY



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COMPANIES HOUSE

## Norwich Christian Resources

### Report of the Trustees for the Year Ended 30 September 2011

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 30 September 2011. 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**

**Registered Company number**  
6675645 (England and Wales)

**Registered Charity number**  
1135412

**Registered office**  
St Michael at Plea Church  
Redwell Street  
Norwich  
NR2 4SN

**Trustees**  
IS Walters  
J E Gill  
R Wharton  
C G Bolton  
D L Smith

**Company Secretary**  
J E Gill

**Independent Examiner**  
Abacus Accountants Norwich Limited  
Suite1, The Hub  
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#### **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**

There have been an average of five trustees throughout the period. Any new appointments are at the recommendation of the board.

##### **Induction and training of new trustees**

All new trustees are given the necessary information to understand the working of the charity to be made aware of their legal responsibilities according to Charity and Company Law.

##### **Organisational structure**

The board is as determined by the governing document. When the board meets a quorum is the greater of 2 trustees or one third of the total number of trustees. The trustees met on five occasions in the period, at which Steve Foyster was in attendance in his advisory capacity (Memorandum of association of C C 39/2).

##### **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.

Report of the Trustees  
for the Year Ended 30 September 2011

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The Norwich CRC seeks to provide for the benefit the citizens of Norwich and the surrounding areas -

- Resources for all denominations and age groups of the Christian church,
- A welcome people of all faiths or none,
- Resources for those who work in the education community,
- The centre's café as a quiet haven for shoppers, local business people tourists and clergy, and
- Events throughout the year such as lectures, book signings, discussion groups and debates

**Significant activities**

**Volunteers**

The centre provides a place for voluntary opportunities for people to enhance their working and social skills. Without volunteer help, the Centre would not be financially viable.

**BUSINESS AND FINANCIAL REVIEW**

The Trustees met seven times during the year and the discussions at all these meetings have been dominated by financial considerations, due to the ongoing economic climate. During the period, an online shop has been set up and regular use has also been made of the Network Norwich website to publicise the business and events at the Christian Resource Centre. A good deal of local publicity about the CRC was also generated by the donation and installation of a bell in the Church Tower.

The Trustees are grateful to the loyal customers, the staff and the volunteers for the fact that the business is still in operation and that it has managed to improve cash-flow, reduce the level of debt and has started to pay back the loans that enabled the business to start up in September 2008. The bad weather in December 2010 had a significant effect on sales in that important month. The Trustees have applied to the John Lewis Golden Jubilee Trust for a secondment by one of the partners in the Norwich store, who would carry out an external appraisal of the charity's operations and make recommendations to the Trustees on ways to improve the performance of the charity.

Given the current challenging retail climate in the UK, the Trustees will continue to review, on a regular basis, the charity's operations to ensure that we meet the public's needs in our specific market areas.

**ON BEHALF OF THE BOARD**



JS Walters - Trustee

6 February 2012

Independent Examiner's Report to the Trustees of  
Norwich Christian Resources

I report on the accounts for the year ended 30 September 2011 set out on pages four to nine

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's 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 required

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

**Basis of the 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 you as 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 statements 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 Section 386 and 387 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 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

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6 February 2012

Norwich Christian Resources

Statement of Financial Activities  
for the Year Ended 30 September 2011

		2011 Unrestricted funds £	2010 Total funds £
	Notes		
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Voluntary income		8,353	5,519
Activities for generating funds	2	302,603	312,205
Investment income	3	-	1
		<hr/>	<hr/>
<b>Total incoming resources</b>		310,956	317,725
 <b>RESOURCES EXPENDED</b>			
<b>Costs of generating funds</b>			
Fundraising trading cost of goods sold and other costs		304,412	315,496
		<hr/>	<hr/>
<b>NET INCOMING RESOURCES</b>		6,544	2,229
 <b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		(26,899)	(29,128)
		<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>(20,355)</u>	<u>(26,899)</u>

The notes form part of these financial statements

Norwich Christian Resources

Balance Sheet

At 30 September 2011

		2011 Unrestricted funds £	2010 Total funds £
<b>FIXED ASSETS</b>	Notes		
Tangible assets	7	2,584	3,446
<b>CURRENT ASSETS</b>			
Stocks		55,689	52,923
Debtors	8	1,254	-
Cash at bank and in hand		-	240
		<u>56,943</u>	<u>53,163</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(59,382)	(55,508)
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>(2,439)</u>	<u>(2,345)</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		145	1,101
<b>CREDITORS</b>			
Amounts falling due after more than one year	10	(20,500)	(28,000)
<b>NET ASSETS/(LIABILITIES)</b>		<u>(20,355)</u>	<u>(26,899)</u>
<b>FUNDS</b>	11		
Unrestricted funds		(20,355)	(26,899)
<b>TOTAL FUNDS</b>		<u>(20,355)</u>	<u>(26,899)</u>

The notes form part of these financial statements

Norwich Christian Resources

Balance Sheet - continued

At 30 September 2011

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2011

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2011 in accordance with Section 476 of the Companies Act 2006

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that 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 charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

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 6 February 2012 and were signed on its behalf by



IS Walters -Trustee

Notes to the Financial Statements  
for the Year Ended 30 September 2011

**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

**Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

**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 costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources

**Tangible fixed assets**

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

Plant and machinery etc - 25% on reducing balance

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items

**Taxation**

The charity is exempt from corporation tax on its charitable activities

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease

**2. ACTIVITIES FOR GENERATING FUNDS**

	2011	2010
	£	£
Shop & Cafe Income	296,931	312,205
Grants Received	5,672	-
	<u>302,603</u>	<u>312,205</u>

**3. INVESTMENT INCOME**

	2011	2010
	£	£
Deposit account interest	-	1
	<u>-</u>	<u>1</u>

**4. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting)

	2011	2010
	£	£
Depreciation - owned assets	862	1,149
Other operating leases	12,498	16,500
	<u>13,360</u>	<u>17,649</u>



Notes to the Financial Statements - continued  
for the Year Ended 30 September 2011

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30 September 2011 nor for the year ended 30 September 2010

**Trustees' Expenses**

There were no trustees' expenses paid for the year ended 30 September 2011 nor for the year ended 30 September 2010

**6 STAFF COSTS**

	2011 £	2010 £
Wages and salaries	76,384	82,808
Social security costs	4,688	-
	<u>81,072</u>	<u>82,808</u>

**7. TANGIBLE FIXED ASSETS**

	Plant and machinery £
<b>COST</b>	
At 1 October 2010 and 30 September 2011	<u>5,948</u>
<b>DEPRECIATION</b>	
At 1 October 2010	2,502
Charge for year	862
At 30 September 2011	<u>3,364</u>
<b>NET BOOK VALUE</b>	
At 30 September 2011	<u>2,584</u>
At 30 September 2010	<u>3,446</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2011 £	2010 £
Other debtors	<u>1,254</u>	<u>-</u>

**9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2011 £	2010 £
Bank loans and overdrafts	2,718	7,051
Trade creditors	45,404	43,180
Taxation and social security	3,395	2,773
Other creditors	7,865	2,504
	<u>59,382</u>	<u>55,508</u>

Notes to the Financial Statements - continued  
for the Year Ended 30 September 2011

**10 CREDITORS AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	2011	2010
	£	£
Other creditors	20,500	28,000

**11. MOVEMENT IN FUNDS**

	At 1 10 10	Net movement in funds	At 30 9 11
	£	£	£
<b>Unrestricted funds</b>			
General fund	(26,899)	6,544	(20,355)
<b>TOTAL FUNDS</b>	(26,899)	6,544	(20,355)

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	310,956	(304,412)	6,544
<b>TOTAL FUNDS</b>	310,956	(304,412)	6,544