

Charity Registration No 288629

Company Registration No. 01781116 (England and Wales)

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
BOARD MEMBERS' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2013

WEDNESDAY



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SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
LEGAL AND ADMINISTRATIVE INFORMATION

Members Of The Council Of Management	P K Reuter C L Hodgetts Mrs M Sawyer C P Saunders B Scott
Charity number	288629
Company number	01781116
Principal address	8 Stein Road Southbourne Emsworth PO10 8LD
Registered office	Piper House 4 Dukes Court Bognor Road Chichester West Sussex PO19 8FX
Accountants	Jones Avens Limited Piper House 4 Dukes Court Bognor Road Chichester West Sussex PO19 8FX
Bankers	Lloyds TSB Bank plc 10 East Street Chichester West Sussex PO19 1HJ
Solicitors	Thomas Eggar The Corn Exchange Baffins Lane Chichester West Sussex PO19 1GE

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
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SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
BOARD MEMBERS' REPORT
FOR THE YEAR ENDED 31 JULY 2013

The Members of the Council of Management present their report and accounts for the year ended 31 July 2013

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the company's memorandum and articles of association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005

Structure, governance and management

The company is a company limited by guarantee and is a registered charity (no 288629)

The Members of the Council of Management, who are also the directors for the purpose of company law, and who served during the year were

P K Reuter

C L Hodgetts

Mrs M Sawyer

C P Saunders

B Scott

None of the Members of the Council of Management has any beneficial interest in the company. All of the Members of the Council of Management are members of the company and guarantee to contribute £1 in the event of a winding up.

The day to day management of the company was delegated by the Council of Management to the General Manager, Mr K Firman until his resignation on 7 January 2013. Mr Firman was a member of the Council of Management and reported regularly to the Board.

Immediately following Mr Firman's resignation the Council appointed an administrator to manage the daily running of the Charity. The administrator reports to the Board.

The Council of Management have assessed any major risks to which the charity may be exposed, and are satisfied that systems are in place to mitigate exposure to any major risks.

Objectives and activities

The company's objectives are the advancement of the vocational preparation and training and the education of persons mainly, but not exclusively resident and/or employed or trained by organisations based in the western part of West Sussex.

As referred to in Page 2 (Future of the Charity), Sussex Training Services Limited has decided to sell its asset, Ferndale Residential Care Home, and transfer the resultant reserves to the Charity.

The Members of the Council of Management have paid due regard to guidance issued by the Charity Commission in deciding what activities the company should undertake.

Achievements and performance

The surplus for the year of £781 (2012 deficit of £3,823) was achieved after a gift aid donation of £12,000 (2012 £Nil) from Sussex Training Services Limited and interest of £4,784 (2012 £2,298). Expenses totalled £16,103 (2012 £6,121), which included £3,870 for Governance and £11,600 in donations to local organisations with an affirmation obtained that the monies would be dedicated to training in line with the charity's objectives. At 31 July 2013, the company had reserves of £322,671 (2012 £321,890).

**SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
BOARD MEMBERS' REPORT (CONTINUED)**

FOR THE YEAR ENDED 31 JULY 2013

Future of the Charity

Sussex Training Services Ltd (trading as Ferndale Residential Care Home) is a wholly owned subsidiary of Sussex Training (a registered charity) and has been trading very successfully since November 2002. During this time it has achieved Excellent Three Star ratings from the Care Quality Commission.

The Council of Management are in the process of selling Ferndale Residential Care Home as a going concern. All resultant reserves of Sussex Training Services Limited would then be transferred to Sussex Training.

In view of the economic climate and the fact that the sale is still in progress, the Council of Management are continuing to consider and review other best options.

It continues to explore the possible alternative options of how the assets of the Sussex Training can be used to further its charitable objects. In the interim, the Council of Management made educational grants totalling £11,600 during the year for the purpose of training.

On behalf of the board of Members of the Council of Management



P.K. Reuter

Director

Dated 15 March 2014

**SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
CHARTERED ACCOUNTANTS' REPORT TO THE MEMBERS OF THE COUNCIL OF
MANAGEMENT ON THE PREPARATION OF THE UNAUDITED ACCOUNTS OF
SUSSEX TRAINING FOR THE YEAR ENDED 31 JULY 2013**

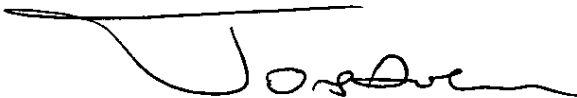
In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Sussex Training for the year ended 31 July 2013, set out on pages 4 to 10 from the charity's accounting records and from information and explanations you have given us

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook

This report is made to the charity's Members of the Council of Management, as a body, in accordance with the terms of our engagement letter dated 1 February 2013. Our work has been undertaken solely to prepare for your approval the accounts of Sussex Training and state those matters that we have agreed to state to the charity's Members of the Council of Management, as a body, in this report in accordance with AAF 2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Sussex Training and the charity's Members of the Council of Management as a body, for our work or for this report.

It is your duty to ensure that the charity has kept adequate accounting records and to prepare statutory accounts that give a true and fair view under the Companies Act 2006. You consider that the charity is exempt from the statutory audit requirement for the year, and is not required to obtain an independent examiner's report.

We have not been instructed to carry out an audit or a review of the accounts. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.



Jones Avens Limited

Chartered Accountants
Piper House 4 Dukes Court
Bognor Road Chichester
West Sussex PO19 8FX

Dated 25 June 2014

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JULY 2013

	Notes	2013 £	2012 £
<u>Incoming resources from generated funds</u>			
Donations and legacies	2	12,000	-
Investment income	3	4,784	2,298
		<u>16,784</u>	<u>2,298</u>
Other incoming resources	4	100	-
Total incoming resources		<u>16,884</u>	<u>2,298</u>
<u>Resources expended</u>	5		
Charitable activities			
General administration costs		633	31
Donations		11,600	-
Total charitable expenditure		<u>12,233</u>	<u>31</u>
Governance costs		3,870	6,090
Total resources expended		<u>16,103</u>	<u>6,121</u>
Net income/(expenditure) for the year/			
Net movement in funds		781	(3,823)
Fund balances at 1 August 2012		321,890	325,713
Fund balances at 31 July 2013		<u>322,671</u>	<u>321,890</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET

AS AT 31 JULY 2013


	Notes	2013 £	£	2012 £	£
Fixed assets					
Investments	10		1,000		1,000
Current assets					
Debtors	11	150,558		148,953	
Cash at bank and in hand		173,913		174,737	
		<u>324,471</u>		<u>323,690</u>	
Creditors' amounts falling due within one year	12	<u>(2,800)</u>		<u>(2,800)</u>	
Net current assets			<u>321,671</u>		<u>320,890</u>
Total assets less current liabilities			<u><u>322,671</u></u>		<u><u>321,890</u></u>
Income funds					
Unrestricted funds			<u>322,671</u>		<u>321,890</u>
			<u><u>322,671</u></u>		<u><u>321,890</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 July 2013. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Members Of The Council Of Management on 18 October 2013


P K Reuter
Director

Company Registration No. 01781116

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2013

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006

1.2 Incoming resources

Donations are recognised when received. Those for the general purposes of the charity are included as unrestricted funds. Those for activities restricted by the wishes of the donor are taken to "restricted funds" these wishes being legally binding.

The charity ceased all education and training operations as from 1 September 2010 and no further income has been generated from charitable activities thereafter.

1.3 Resources expended

Resources expended are accounted for on an accruals basis. The irrecoverable element of VAT is included within the area of expense to which it relates.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

1.5 Investments

Fixed asset investments are stated at cost.

2 Donations and legacies

	2013 £	2012 £
Donations and gifts	<u>12,000</u>	<u>-</u>

Donations represent a contribution from the wholly owned trading subsidiary, Sussex Training Services Limited.

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2013

3 Investment income

	2013 £	2012 £
Income from unlisted investments	1,946	2,143
Interest receivable	2,838	155
	4,784	2,298

4 Other incoming resources

	2013 £	2012 £
Other income	100	-
	100	-

5 Total resources expended

	Other costs £	Grant funding £	Total 2013 £	Total 2012 £
Charitable activities				
<u>General administration costs</u>				
Support costs	633	-	633	31
<u>Donations</u>				
Grant funding of activities	-	11,600	11,600	-
	633	11,600	12,233	31
Governance costs	3,870	-	3,870	6,090
	4,503	11,600	16,103	6,121

Governance costs include legal and professional fees

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2013

6 Grants payable

	2013 £	2012 £
Donations	<u>11,600</u>	<u>-</u>

7 Support costs

	2013 £	2012 £
Administration costs	<u>633</u>	<u>31</u>
	<u>633</u>	<u>31</u>

8 Members Of The Council Of Management

None of the Members of the Council of Management (or any persons connected with them) received any remuneration in their capacity as a member of the Council of Management

9 Employees

There were no employees during the year

10 Fixed asset investments

	Subsidiary undertakings £
Market value at 1 August 2012 and at 31 July 2013	<u>1,000</u>
Historical cost	
At 31 July 2013	<u>1,000</u>
At 31 July 2012	<u>1,000</u>

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2013

10 Fixed asset investments **(continued)**

Holdings of more than 10%

The company holds more than 10% of the share capital of the following companies

Company	Country of registration or incorporation	Shares held	
		Class	%
Subsidiary undertakings			
Sussex Training Services Limited	England	Ordinary	100

The aggregate amount of capital and reserves and the results of these undertakings for the last financial year were as follows

	Capital and reserves	Profit for the year
	£	£
Sussex Training Services Limited	225,757	22,294

11 Debtors

	2013	2012
	£	£
Amounts owed by group undertakings	147,123	148,261
Other debtors	3,435	692
	<u>150,558</u>	<u>148,953</u>

12 Creditors: amounts falling due within one year

	2013	2012
	£	£
Amounts owed to group undertakings	1,000	1,000
Accruals	1,800	1,800
	<u>2,800</u>	<u>2,800</u>

SUSSEX TRAINING
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2013

13 Related parties

During the year, Sussex Training received from its trading subsidiary, Sussex Training Services Limited, a donation of £12,000 (2012 Nil) and interest on a long term loan of £1,946 (2012 £2,143)

At the year end, Sussex Training Services Limited owed Sussex Training £135,123 (2012 £148,261) in respect of the long term loan and £12,000 (2012 Nil) in respect of the donation