REGISTERED COMPANY NUMBER: 1880192 REGISTERED CHARITY NUMBER: 516117

REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2012 FOR

THE SOUTH STAFFORDSHIRE TRAINING ASSOCIATION

WEDNESDAY



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REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST 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 31st 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

Registered Company number 1880192

Registered Charity number

516117

Registered office

34 Ridding Lane Wednesbury West Midlands WS10 9AA

Trustees

Mr P Grubb Mr A Siddons Mr J Kelly

Auditors

Guy & Co Chartered Certified Accountants and Registered Auditors 12 Johnson Street Woodcross Coseley West Midlands WV14 9RL

Solicitors

FBC Manby Bowdler i 1/12 New Road Willenhall West Midlands

Bankers

LloydsTSB Bank Plc 111 Walsall Street Wednesbury West Midlands WS10 9BY

CESSATION OF TRADING

The charitable company ceased activities on 31st March 2012

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

The South Staffordshire Training Association was incorporated in England on 23rd January 1985. The company is governed by a legally defining Memorandum of Association, implemented by a management committee which consists of chair, vice chair, treasurer, secretary and councillors. The committee is elected from member companies. The senior member staff who have been delegated day to day management are Mr D Thompson and Mrs D Jones.

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2012

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

SSTA recruited trustees from its membership whom were then voted onto the committee, induction and training was given as and when required

Related parties

There are no connected charities or companies to The South Staffordshire Training Association Limited.

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. Each year major risks to the organisation are reviewed and measures and contingencies are updated or put in place to combat any such event.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The company's objectives were to promote and advance adequate training of persons employed or intending to be employed in Industry and Commerce, and subject to the foregoing object to extend to such members of public generally. The company provided professional training and business services to member and non-member companies from the engineering industry and other industrial and commercial sectors. It assisted organisations to improve their business performance by acting as a trainer, assessor, consultant and facilitator in developing people.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The overall performance of the organisation has suffered over the past three years. However 2011/12 has seen a dramatic fall and further decline of income levels which lead to the decision to cease trading on 31 March 2012.

FINANCIAL REVIEW

Reserves policy

The reserves policy of the company was to allow for two years overhead costs including any legal and statutory related expenses that would be incurred with the winding up of the company. Any remaining reserves will be used in the furtherance of the company's aims and objectives as detailed in the Memorandum and Articles of Association.

Investment policy and objectives

Any investments must be made in accordance with the Memorandum and Articles of Association and under the agreement of the board of Trustees

PLANS FOR THE FUTURE

SSTA ceased on 31 March 2012, winding up proceedings will follow and the balance of any funds will be passed to a like minded organisation

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31ST MARCH 2012**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of The South Staffordshire Training Association 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 piesume 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

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, Guy & Co Chartered Certified Accountants, will be proposed for re-appointment at the forthcoming Annual General Meeting

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies

ON BEHALF OF THE BOARD

A.G Suldm

Mr A Siddons - Trustee

Date

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE SOUTH STAFFORDSHIRE TRAINING ASSOCIATION

We have audited the financial statements of The South Staffordshire Training Association for the year ended 31st March 2012 on pages six 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 trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 trustees 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

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006 Accordingly we have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with regulations made under Section 154 of that Act

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 31st 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

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF THE SOUTH STAFFORDSHIRE TRAINING ASSOCIATION

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements, or
- the charitable company has not kept adequate accounting records, or
- the financial statements are not in agreement with the accounting records and returns, or
- we have not received all the information and explanations we require for our audit

Guy & Co Chartered Certified Accountants

27/11/12

and Registered Auditors

12 Johnson Street

Woodcross

Coseley

West Midlands

WV14 9RL

Date

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2012

		31 3 12	31 3 11
		Unrestricted	Total
		funds	funds
	Notes	£	£
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income	2	771	1,544
Investment income	3	668	875
Incoming resources from charitable activities	4		
Provision of training services		77,797	155,391
·			
Total incoming resources		79,236	157,810
RESOURCES EXPENDED	_		
Charitable activities	5		
Provision of training services		190,412	218,826
Governance costs	8	<u> 25,757</u>	1,803
Total resources expended		216,169	220,629
NET INCOME/(EXPENDITURE) FOR THE			
YEAR		(136,933)	(62,819)
RECONCILIATION OF FUNDS			
Total funds brought forward		373,296	436,115
TOTAL PUNIS CARRIED CORVAND		226.262	272 200
TOTAL FUNDS CARRIED FORWARD		236,363	373,296 =====

BALANCE SHEET AT 31ST MARCH 2012

		31 3 12 Unrestricted	31 3 11 Total
	Notes	funds £	funds £
FIXED ASSETS Tangible assets	12	-	3,649
CURRENT ASSETS Debtors amounts falling due within one year Cash at bank and in hand	13	12,994 266,084	23,560 371,315
		279,078	394,875
CREDITORS Amounts falling due within one year	14	(42,715)	(24,456)
NET CURRENT ASSETS		236,363	370,419
TOTAL ASSETS LESS CURRENT LIABILITIES		236,363	374,068
ACCRUALS AND DEFERRED INCOME	15	-	(772)
NET ASSETS		236,363	373,296
FUNDS	17		
Unrestricted funds General fund		236,363	373,296
TOTAL FUNDS		236,363	373,296

BALANCE SHEET - CONTINUED AT 31ST MARCH 2012

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2012

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements

The trustees acknowledge their responsibilities for

- 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 audited under the requirements of Section 144 of the Charities Act 2011

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 behalf by

and were signed on its

Mr A Siddons -Trustee

Mr P Grubb -Trustee

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

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. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Costs are allocated directly to the activity for which they relate

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

Taxation

The charity is exempt from corporation tax on its charitable activities

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees

Restricted funds can only be used for particular restricted purposes within the objects of the charity Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate

2. VOLUNTARY INCOME

Grants	£ 771	£ 1,544
Grants received, included in the above, are as follows	31 3 12	31 3 11
Other grants	£ 771	£ 1,544

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2012

3. INVESTMENT INCOME

	Deposit account interest			31 3 12 £ 668	31 3 11 £ 875
4	INCOMING RESOURCES	FROM CHARITABLE ACTIVI	TIES		
	Care training income Course fees Train2gain Membership fees	Activity Provision of training services Provision of training services Provision of training services Provision of training services		31 3 12 £ 15,840 24,933 36,458 566 77,797	31 3 11 £ 900 38,759 111,511 4,221 155,391
5.	CHARITABLE ACTIVITIE	S COSTS	Direct costs	Support costs	Totals
	Provision of training services		£ 59,461	(See note 7) £ 130,951	£ 190,412
6.	GRANTS PAYABLE				
	Provision of training services			31 3 12 £	31 3 11 £ 10,000
7.	SUPPORT COSTS				
	Provision of training services				Management £ 130,951

Support costs, included in the above, are as follows

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED **FOR THE YEAR ENDED 31ST MARCH 2012**

7. **SUPPORT COSTS - continued**

Manageme	nt
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· ·	31 3 12	31 3 11
	Provision of	
	training	
	services	Total activities
	£	£
Wages	84,035	69,048
Social security	8,689	6,625
Pensions	2,055	2,814
Rent, rates & service charges	8,314	8,382
Insurance	3,150	2,829
Light and heat	1,434	1,967
Telephone	876	1,358
Printing, postage & stationery	3,128	3,429
Sundries	2,331	2,420
Repairs & maintenance	12,123	2,337
Travelling	1,260	1,448
Entertaining	136	48
Consultancy	360	369
Depreciation of tangible and heritage assets	220	1,217
Loss on sale of tangible fixed assets	2,840	-
	130,951	104,291
		

GOVERNANCE COSTS

	31 3 12	31 3 11
	£	£
Interest & charges	280	279
Auditors' remuneration	3,675	1,524
Redundancy costs	21,802	-
		
	25,757	1,803

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

Net resources are stated after charging/(crediting)

	31 3 12	31311
	£	£
Auditors' remuneration	3,675	1,524
Depreciation - owned assets	220	1,217
Deficit on disposal of fixed asset	2,840	-
-		===

10. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31st March 2012 nor for the year ended 31st March 2011

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2012

11. STAFF COSTS

	31 3 12	31 3 11
	£	£
Wages and salaries	84,035	69,048
Social security costs	8,689	6,625
Other pension costs	2,055	2,814
	94,779	78,487
		====
The average monthly number of employees during the year was as follows		
	31 3 12	31 3 11
Trustees	3	4
Management staff/Training officers	2	2
Administration staff	1	1
	6	7
		====

3 employees earned between £10,000 and £60,000 during the year (2011 - 3)

During the year no employee received emoluments of more than £60,000 (2011 - None)

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings
CO.077	£
COST	41.050
At 1st April 2011	41,059
Disposals	(41,059)
At 31st March 2012	
DEPRECIATION	
At 1st April 2011	37,410
Charge for year	220
Eliminated on disposal	(37,630)
	
At 31st March 2012	-
	
NET DOOK WALLE	
NET BOOK VALUE	
At 31st March 2012	<u> </u>
At 31st March 2011	2 640
At 313t Water 2011	3,649

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2012

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

		31 3 12 £	31 3 11 £
	Trade debtors	11,791	21,210
	VAT	1,203	,
	Prepayments	-	2,350
			
		12,994	23,560
			
14.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
		31 3 12	31 3 11
		£	£
	Trade creditors	32,757	18,878
	Social security and other taxes	8,608	2,848
	Accrued expenses	1,350	2,730
		42,715	24,456
		====	===
15.	ACCRUALS AND DEFERRED INCOME		
15.	ACCRUALS AND DEFERRED INCOME		
		31 3 12	31 3 11
		£	£
	Deferred government grants	-	772
			=====

16. PENSION COMMITMENTS

The company operated a defined contribution pension scheme in respect of the employees. The scheme and its assets were held by independent managers. The pension charge represents contributions due from the company and amounted to £2,055 (2011 - £2,814)

During the year the scheme's only member reached retirement age and the scheme finished prior to the year end No contributions were outstanding before the scheme was closed

17. MOVEMENT IN FUNDS

	Net movement		
	At 1 4 11	ın funds	At 31 3 12
	£	£	£
Unrestricted funds General fund	373,296	(136,933)	236,363
			
TOTAL FUNDS	373,296	(136,933)	236,363
			

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31ST MARCH 2012

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources	Resources expended £	Movement in funds
Unrestricted funds General fund	79,236	(216,169)	(136,933)
TOTAL FUNDS	79,236	(216,169)	(136,933)

18. ULTIMATE CONTROLLING PARTY

During the year the company was under the control of the trustees

19. GOING CONCERN

The South Staffordshire Training Association ceased trading on the 31 March 2012. The organisation is therefore no longer a going concern and winding up procedures will be taken by the trustees. Final resources after all statutory obligations have been met will be passed to a like minded organisation.

<u>DETAILED STATEMENT OF FINANCIAL ACTIVITIES</u> <u>FOR THE YEAR ENDED 31ST MARCH 2012</u>

	31 3 12 £	31 3 11 £
INCOMING RESOURCES		
Voluntary income Grants	771	1,544
Investment income Deposit account interest	668	875
Incoming resources from charitable activities Care training income Course fees Train2gain Membership fees	15,840 24,933 36,458 566	900 38,759 111,511 4,221
	77,797	155,391
Total incoming resources	79,236	157,810
RESOURCES EXPENDED		
Charitable activities		9.5
Care training fees Course fees	12,935	35 25,111
Train2gain fees Grants to individuals	46,526	79,389 10,000
	59,461	114,535
Governance costs Interest & charges Auditors' remuneration Redundancy costs	280 3,675 21,802	279 1,524
	25,757	1,803
Support costs Management		
Wages	84,035	69,048
Social security Pensions	8,689 2,055	6,625 2,814
Rent, rates & service charges	8,314	8,382
Insurance	3,150	2,829
Light and heat	1,434	1,967
Telephone	876	1,358
Printing, postage & stationery	3,128	3,429
Sundries	2,331	2,420
Repairs & maintenance	12,123	2,337
Travelling	1,260	1,448
Entertaining	136	48
Carried forward	127,531	102,705

<u>DETAILED STATEMENT OF FINANCIAL ACTIVITIES</u> <u>FOR THE YEAR ENDED 31ST MARCH 2012</u>

	31 3 12	31 3 11
	£	£
Management		
Brought forward	127,531	102,705
Consultancy	360	369
Fixtures and fittings	220	1,217
Loss on sale of tangible fixed assets	2,840	-
	130,951	104,291
Total resources expended	216,169	220,629
		
Net expenditure	(136,933)	(62,819)
•	<u>-</u>	