

Company Registration Number 1915604

COMMUNITY DESIGN FOR GWENT LIMITED

**(CONSOLIDATED)
REPORT AND FINANCIAL STATEMENTS
Year ended 31st March 2000**



COMMUNITY DESIGN FOR GWENT LIMITED

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The following pages do not form part of the financial statements

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COMMUNITY DESIGN FOR GWENT LIMITED

OFFICERS AND PROFESSIONAL ADVISERS

Directors/Trustees

Adrian Poller (Chairperson)
Jenny Render (Secretary)
Neil Wallace
David Hedges
John Carter
John Palmer

Company Secretary

Jenny Render

Principal Address

Pill Box Hall
Church Street
Newport
South Wales
NP20 2BY

Auditors

BKR Haines Watts
Incorporating
Notley Pearson Shewring
Chartered Accountants
Registered Auditors
Pagefield House
24 Gold Tops
Newport
South Wales
NP20 4PG

Bankers

National Westminster
High Street
Newport
South Wales
NP9 1GG

COMMUNITY DESIGN FOR GWENT LIMITED

TRUSTEES ANNUAL REPORT Year ended 31st March 2000

The Trustees have pleasure in presenting their report and financial statements for the charity for the year ended 31st March 2000.

LEGAL STATUS

The holding company is a registered charity, registration number: 518264, and is also a company registered under the Companies Act, registration number: 1915604. It is limited by guarantee and, therefore, does not have any share capital.

OBJECTIVES

The group's main objective is to advance education to improve the physical environment in the area formerly known as Gwent and elsewhere, on behalf of the public, by the provision of advice and assistance to voluntary groups in the development of community amenities and recreation facilities.

SUBSIDIARY COMPANY

The subsidiary company is CDG Consultancy Services Limited. While the holding company owns none of the subsidiary company's shares, the majority of the directors of the subsidiary are also trustees of the holding company. The subsidiary has provision in its Articles of Association, that the directors of the subsidiary company must obtain prior consent of the Trustees of the holding company before exercising their powers, rights and discretions allowed by the Articles. Its principal activity during the year was the provision of services in architectural and landscape design, graphic design, public consultation, education and related activities.

REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVEMENTS

The results for the year, and the group's financial position at the end of the year are shown in the attached financial statements.

During the year the group received grant income from the National Lotteries Charities Bond which was used to employ a further member of staff and the day to day running of the project. It was also used to fund some computer equipment.

COMMUNITY DESIGN FOR GWENT LIMITED

TRUSTEES ANNUAL REPORT (Continued)
Year ended 31st March 2000

THE TRUSTEES

The Trustees who served the group during the period were as follows:

Adrian Poller (Chairperson)	John Carter
Jenny Render (Secretary)	John Palmer
Neil Wallace	
David Hedges	

RESPONSIBILITIES OF THE TRUSTEES

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 group at the end of the year and of the surplus or deficit for the year then ended.

In preparing those financial statements, the Trustees are required to select suitable accounting policies, as described on page 7, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the group 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 group and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

AUDITORS

A resolution to re-appoint BKR Haines Watts incorporating Notley Pearson Shewring auditors for the ensuing year will be proposed at the annual general meeting in accordance with Section 385 of the Companies Act 1985.

Signed by order of the Trustees



Jenny Render
Company Secretary

Approved by the Trustees on 21 December 2000

COMMUNITY DESIGN FOR GWENT LIMITED

AUDITORS REPORT TO THE TRUSTEES

Year ended 31st March 2000

We have audited the financial statements on pages 5 to 13 which have been prepared under the historical cost convention and the accounting policies set out on page 1.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE AUDITORS

As described on page 3, the members of the committee (who also act as Trustees for the charitable activities of the group) are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

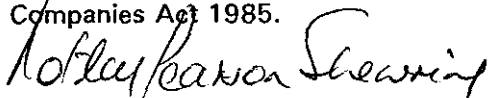
BASIS OF OPINION

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 in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable group'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 evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the group's state of affairs as at 31st March 2000 and of its incoming resources and application of resources including its income and expenditure for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Notley Pearson Shewring
Chartered Accountants
Registered Auditors

21. DECEMBER 2000

Pagefield House
24 Gold Tops
Newport
South Wales
NP20 4PG

COMMUNITY DESIGN FOR GWENT LIMITED

GROUP STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31st March 2000

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2000	Total Funds 1999
INCOMING RESOURCES					
Fees, reimbursements and donations		132,123	-	132,123	118,395
Grants receivable	2	-	77,483	77,483	131,184
Less Deferred to future periods		-	(4,670)	(4,670)	-
Interest receivable		102	-	102	51
Other income		<u>3,193</u>	<u>-</u>	<u>3,193</u>	<u>1,221</u>
TOTAL INCOMING RESOURCES		<u>135,418</u>	<u>72,813</u>	<u>208,231</u>	<u>250,851</u>
RESOURCES EXPENDED					
Direct charitable expenditure	3	125,582	78,937	204,519	209,623
Management and administration	4	<u>2,538</u>	<u>-</u>	<u>2,538</u>	<u>1,698</u>
TOTAL RESOURCES EXPENDED		<u>128,120</u>	<u>78,937</u>	<u>207,057</u>	<u>211,321</u>
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR BEFORE TAXATION					
		7,298	(6,124)	1,174	39,530
Taxation		<u>(370)</u>	<u>-</u>	<u>(370)</u>	<u>(1,098)</u>
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR AFTER TAXATION					
		6,928	(6,124)	804	40,628
Transfer between funds		(850)	850	-	-
Balances brought forward		<u>37,694</u>	<u>20,419</u>	<u>58,113</u>	<u>17,485</u>
Balances carried forward		<u>£43,772</u>	<u>£15,145</u>	<u>£58,917</u>	<u>£58,113</u>

The group has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the group are classed as continuing.

The notes attached form part of these accounts.

COMMUNITY DESIGN FOR GWENT LIMITED

GROUP INCOME AND EXPENDITURE ACCOUNT

Year ended 31st March 2000

	Notes	2000	1999
Turnover		208,128	230,381
Direct expenditure		<u>204,082</u>	<u>209,144</u>
		4,046	21,237
Management and administration		<u>2,538</u>	<u>1,698</u>
Operating Surplus/(Deficit)	6	1,508	19,539
Interest receivable and similar income		102	51
Interest payable and similar charges		<u>(437)</u>	<u>(479)</u>
Surplus on Ordinary Activities Before Taxation		1,173	19,111
Tax on surplus on ordinary activities	7	<u>(370)</u>	<u>1,098</u>
Surplus for the year		803	20,209
Deferred income relating to retriected funds		3,337	-
Utilised from restricted funds		1,938	-
Retained Surplus brought forward		<u>37,694</u>	<u>17,485</u>
Retained Surplus carried forward		<u>£43,772</u>	<u>£37,694</u>

CONTINUING OPERATIONS

None of the Group's activities were acquired or discontinued during the above two financial years.

TOTAL RECOGNISED GAINS AND LOSSES

The Group has no recognised gains or losses other than the surplus or deficit for the above two financial years.

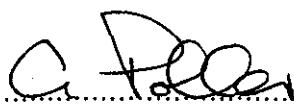
COMMUNITY DESIGN FOR GWENT LIMITED

GROUP BALANCE SHEET

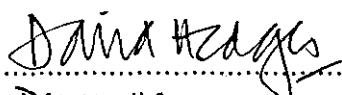
At 31st March 2000

	Notes	2000	1999
FIXED ASSETS			
Tangible assets	8	7,483	12,175
CURRENT ASSETS			
Debtors	9	59,524	59,051
Cash at bank and in hand		<u>18,756</u>	<u>9,386</u>
		78,280	68,437
CREDITORS: Amounts falling due within one year	10	<u>26,846</u>	<u>22,499</u>
NET CURRENT ASSETS		<u>51,434</u>	<u>45,938</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>£58,917</u>	<u>£58,113</u>
FUNDS			
Unrestricted		43,772	37,694
Restricted	11	<u>15,145</u>	<u>20,419</u>
		<u>£58,917</u>	<u>£58,113</u>

These financial statements were approved by the Trustees on 21 December 2000 are signed on their behalf by:



 ADRIAN POLLER



 DAVID HEDGES

The notes attached form part of these accounts.

COMMUNITY DESIGN FOR GWENT LIMITED

COMPANY BALANCE SHEET

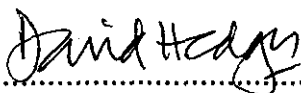
At 31st March 2000

	Notes	2000	1999
FIXED ASSETS			
Tangible assets	8	6,946	11,203
CURRENT ASSETS			
Debtors	9	66,490	73,215
Cash at bank and in hand		<u>332</u>	<u>3,350</u>
		66,822	76,565
CREDITORS: Amounts falling due within one year	10	<u>(16,290)</u>	<u>(19,333)</u>
NET CURRENT ASSETS		<u>50,532</u>	<u>57,232</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>£57,478</u>	<u>£68,435</u>
FUNDS			
Unrestricted		42,333	48,016
Restricted	11	<u>15,145</u>	<u>20,419</u>
		<u>£57,478</u>	<u>£68,435</u>

These financial statements were approved by the Trustees on 21 December 2000 are signed on their behalf by:



 ADRIAN POLLER



 DAVID HEDGES

COMMUNITY DESIGN FOR GWENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2000

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards and the Statement of Recommended Practice on accounting by charities.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Fixture, fittings and equipment

10% and 33% straight line

2. GRANTS RECEIVABLE

	2000	1999
Entrust	4,365	-
Local Authority Grants	33,800	53,616
National Lottery Charities Board	35,880	43,620
Princes Trust	2,069	2,069
Welsh Language	199	-
European Funds	<u>1,170</u>	<u>31,879</u>
	<u>£77,483</u>	<u>£131,184</u>

3. DIRECT CHARITABLE EXPENDITURE

	Unrestricted Funds	Restricted Funds	Total 2000	Total 1999
Salary costs	72,653	65,395	138,048	120,895
Travelling	3,410	1,383	4,793	6,061
Miscellaneous	1,430	175	1,605	1,397
Advertising and recruitment	2,138	-	2,138	2,227
Publications and subscriptions	1,890	-	1,890	1,056
Postage, stationery and telephone	3,206	1,089	4,295	4,873
Materials	96	1,845	1,941	1,010
Depreciation of equipment	1,903	2,788	4,691	4,154
Project costs	20,039	-	20,039	47,074
Pension costs	3,344	-	3,344	3,520
Rent, rates and insurance	6,078	-	6,078	8,585
Light and heat	895	-	895	901
Property repairs and maintenance	688	-	688	872
Equipment repairs	353	317	670	1,085
Equipment leasing	1,716	-	1,716	1,268
Bank charges	437	-	437	479
Course and workshop fees	2,306	1,689	3,995	409
Entrust expenditure	-	4,256	4,256	-
Bad debt provision	3,000	-	3,000	-
Loss on disposal of assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,757</u>
	<u>£125,582</u>	<u>£78,937</u>	<u>£204,519</u>	<u>£209,623</u>

COMMUNITY DESIGN FOR GWENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2000

4. MANAGEMENT AND ADMINISTRATION OF THE CHARITY

	Unrestricted Funds	Restricted Funds	Total 2000	Total 1999
Auditors' remuneration	£2,538	£-	£2,538	£1,698
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

5. PAYROLL COSTS

The aggregate payroll costs were:

	2000	1999
Wages and salaries	126,886	110,690
Social security costs	11,162	10,205
Other pension costs	<u>3,344</u>	<u>3,520</u>
	<u>£141,392</u>	<u>£124,415</u>

Particulars of employees:

The average number of staff employed by the charity during the financial year amounted to:

	2000 No.	1999 No.
Number of production staff	6	6
Number of administrative staff	<u>2</u>	<u>2</u>
	8	8
	<u> </u>	<u> </u>

6. OPERATING SURPLUS/(DEFICIT)

Operating surplus/(deficit) is stated after charging:

	2000	1999
Staff pension contributions	3,344	3,520
Depreciation	4,692	4,154
Loss on disposal of charitable purposes fixed assets	-	3,757
Auditors' remuneration		
- as auditors	2,538	1,698
	<u> </u>	<u> </u>

7. TAXATION

	2000	1999
Charge for year	370	-
Over provision for prior years	-	(760)
Corporation tax reclaimed from prior year	<u>-</u>	<u>(338)</u>
	<u>£370</u>	<u>£(1,098)</u>

COMMUNITY DESIGN FOR GWENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2000

8. FIXED ASSETS

a. Tangible Fixed Assets - Group

	Fixtures, fittings & equipment
COST	
At 1st April 1999	31,989
Additions	-
Disposals	-
At 31st March 2000	31,989
DEPRECIATION	
At 1st April 1999	19,814
Charge for the year	4,692
Released on disposals	-
At 31st March 2000	24,506
NET BOOK VALUE	
At 31st March 2000	£7,483
At 31st March 1999	£12,175

b. Tangible Fixed Assets - Company

	Fixtures, fittings & equipment
COST	
At 1st April 1999	30,176
Additions	-
Disposals	-
At 31st March 2000	30,176
DEPRECIATION	
At 1st April 1999	18,973
Charge for the year	4,257
Released on disposals	-
At 31st March 2000	23,230
NET BOOK VALUE	
At 31st March 2000	£6,946
At 31st March 1999	£11,203

COMMUNITY DESIGN FOR GWENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31st March 2000

9. DEBTORS

	Company 2000	Group 2000	Company 1999	Group 1999
Trade debtors	60,487	58,446	57,490	43,170
Other debtors	1,078	1,078	15,725	15,881
Amounts owed by group undertaking	<u>4,925</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>£66,490</u>	<u>£59,524</u>	<u>£73,215</u>	<u>£59,051</u>

The debtors for the group as shown after deducting a provision for bad debts of £3,000

10. CREDITORS: Amounts falling due within one year

	Company 2000	Group 2000	Company 1999	Group 1999
Loan in lieu of fees (secured)	-	8,000	-	-
Bank loans and overdrafts	-	-	7,842	7,842
Amounts owed to group undertakings	-	-	5,350	-
PAYE and social security	3,761	3,761	2,068	2,068
VAT	6,359	5,892	1,148	1,575
Other creditors	1,500	6,886	2,925	11,014
Corporation tax	4,670	-	-	-
Trade Creditors	<u>-</u>	<u>2,307</u>	<u>-</u>	<u>-</u>
	<u>£16,290</u>	<u>£26,846</u>	<u>£19,333</u>	<u>£22,499</u>

The loan of £8,000 will only be repaid on receipt of a specific debtor. No interest is due on this loan.

11. RESTRICTED FUNDS - GROUP AND COMPANY

	Movement in resources:-					Balance at 31st March 2000
	Balance at 1 April 1999	Incoming	Deferred to future periods	Outgoing	Transfer between funds	
Local authority	-	33,800	-	(33,800)	-	-
National Lottery Charities Board	20,419	35,880	(4,670)	(36,683)	-	14,946
Princes Trust	-	2,069	-	(2,069)	-	-
Welsh Language	-	199	-	-	-	199
Entrust	-	4,365	-	(4,365)	-	-
ESF	-	<u>1,170</u>	-	<u>(2,020)</u>	<u>850</u>	-
	<u>£20,419</u>	<u>£77,483</u>	<u>£(4,670)</u>	<u>£(78,937)</u>	<u>£850</u>	<u>£15,145</u>

COMMUNITY DESIGN FOR GWENT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

• Year ended 31st March 2000

12. ANALYSIS OF NET ASSETS BETWEEN RESTRICTED AND UNRESTRICTED FUNDS

	Tangible fixed assets	Other net assets	Total
a. Group			
Welsh language	-	199	199
Lottery fund	2,788	12,158	14,946
Unrestricted funds	<u>4,695</u>	<u>39,077</u>	<u>43,772</u>
	<u>£7,483</u>	<u>£51,434</u>	<u>£58,917</u>

	Tangible fixed assets	Other net assets	Total
b. The Company			
Welsh language	-	199	199
Lottery fund	2,788	12,158	14,946
Unrestricted funds	<u>4,158</u>	<u>38,175</u>	<u>42,333</u>
	<u>£6,946</u>	<u>£50,532</u>	<u>£57,478</u>

13. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and therefore has no share capital.

14. SUBSIDIARY COMPANY

The Board of Directors of CDG Consultancy Limited consists of members, who are also Trustees of the Charity. CDG Consultancy Limited has a provision in its Articles of Association which states that the Directors of the Company must obtain the prior consent of the Trustees of the Charity before exercising their powers, rights and discretions allowed by the Articles.