


COMMUNITY DESIGN FOR GWENT LTD
(A Company limited by guarantee – registered number 1915604)

Charity Registration Number – 518264

**TRUSTEES ANNUAL REPORT
AND FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 SEPTEMBER 2009**

FRIDAY WE			
	A46	*AMJEIONM* 29/10/2010 COMPANIES HOUSE	252
	A41	03/11/2010 COMPANIES HOUSE	143
	A40	*AMLMLONQ* 29/10/2010 COMPANIES HOUSE	402

Broomfield & Alexander Limited
Chartered Accountants & Registered Auditors
Waters Lane Chambers
Waters Lane
NEWPORT
NP20 1LA

COMMUNITY DESIGN FOR GWENT LTD

**ANNUAL REPORT AND
FINANCIAL STATEMENTS**

FOR THE PERIOD ENDED

30 SEPTEMBER 2009

Page	Contents
1	Members of the board and professional advisors
2 - 4	Trustees annual report
5	Independent Examiner's report
6	Statement of financial activities
7	Balance Sheet
8 - 12	Notes to the financial statements
13	Chartered Accountants Report to the Board of Directors

COMMUNITY DESIGN FOR GWENT LTD

**ANNUAL REPORT AND
FINANCIAL STATEMENTS**

FOR THE PERIOD ENDED

30 SEPTEMBER 2009

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

The members of the committee

David Hedges
Jenny Render
Neil Wallace
John Carter
Alf Ropke
Tom Chaloner

Company secretary

Jenny Render

Registered office

Pendragon House
Caxton Place
Pentwyn
Cardiff
CF23 8XE

Independent Examiners

Sarah Case FCA DChA
Broomfield & Alexander Limited
Chartered Accountants & Registered Auditors
Waters Lane Chambers
Waters Lane
Newport
NP20 1LA

Bankers

National Westminster Bank Plc
High Street
Newport
South Wales

**COMMUNITY DESIGN FOR GWENT LTD
REPORT OF THE TRUSTEES
FOR THE PERIOD ENDED 30 SEPTEMBER 2009**

The trustees, who are also Directors for the purposes of the Companies Act, present their report and the financial statements of the Charity for the period ended 30 September 2009. The charity has remained dormant since 30 September 2009.

LEGAL STATUS

The company is a registered charity, registration number 518264, and is also a company registered under the Companies Act, registration number 1915604. The charity is a company limited by guarantee. Its governing document is its Memorandum and Articles of Association. The Trustees, who are also directors of the Company, are responsible for the administration of the Company, are appointed by the members at the Annual General Meeting. The Trustees are responsible for the running of the Charity but delegate the administration work to staff they employ. The Charity does not rely on the services of volunteers.

The Trustees do not receive any remuneration for their work in the charity.

MISSION STATEMENT

Community Design for Gwent aims to improve the quality of life by design through the provision of professional design services, building the capacity of communities, consultation, training and research.

RISK MANAGEMENT

The Board of Trustees has considered the major strategic business and operational risks to which the Charity might be exposed. The five basic steps to managing risk are: establishing a risk policy, identifying risks and controls, assessing risks, establishing mitigating actions, and monitoring and reporting risk.

The major risk facing the Trustees is the continuation of adequate funding and fee income, and potential claims of negligence against the Charity. To mitigate these risks the trustees are working closely with the local authorities and other bodies to maintain important partnership arrangements, and have adequate insurance policies in place, including Professional Indemnity Insurance.

OBJECTIVES AND ACTIVITIES

The Charity'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.

The Charity provides a specialist multi-professional team to carry out a wide range of technical support to community and voluntary sector projects in England and Wales. The Charity currently carries out projects across Wales.

PURPOSE

To enhance the quality of life of people in disadvantaged communities through design.

The Charity aims to meet this objective by

- providing quality professional design services to groups or organisations who would otherwise not have access to these services
- provide expert technical support to groups and organisations operating in disadvantaged areas
- provide an advisory service
- education and support to groups wishing to develop community amenities and recreational facilities

**COMMUNITY DESIGN FOR GWENT LTD
REPORT OF THE TRUSTEES (CONTINUED)
FOR THE PERIOD ENDED 30 SEPTEMBER 2009**

MAIN OBJECTIVES FOR THE PERIOD

The Trustees took the decision to wind the organisation up and the objectives and activities in the period up to September 2009 were limited to completing a number of on-going design projects, closing the offices and completing all of the winding-up formalities

RESULTS

The results for the period, and the Charity's financial position at the end of the period, are shown in the attached financial statements

GOING CONCERN

The trustees have agreed that the organisation will cease to trade From 30 September 2009 the charity has remained dormant

THE TRUSTEES

The trustees who served the Charity during the period were as follows

David Hedges
Jenny Render
Neil Wallace
John Carter
Alf Ropke
Tom Chaloner

**COMMUNITY DESIGN FOR GWENT LTD
REPORT OF THE TRUSTEES (CONTINUED)
FOR THE PERIOD ENDED 30 SEPTEMBER 2009**

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also directors of Community Design for Gwent for the purposes of company law) are responsible for preparing the Trustees' Report 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 period 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 these financial statements, the trustees are required to

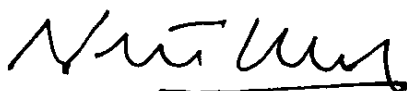
- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- 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 that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 1985. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Signed by order of the trustees



Neil Wallace
Trustee

Approved by the trustees on 25 October 2010

**Report of the Independent Examiner to the Trustees
for the Period Ended 30 September 2009**

I report on the accounts of Community Design for Gwent for the period ended 30 September 2009, which are set out on pages 6 to 12

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 period under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

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 independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. My 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 the seeking of 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 statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - a) to keep accounting records in accordance with section 221 of the Companies Act 1985, and
 - b) To prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 1985 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) have not been met, or
- To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Sarah Case FCA DChA
Broomfield & Alexander Limited
Independent Examiner
Waters Lane Chambers
Waters Lane
Newport
NP20 1LA

Date 25 October 2010

COMMUNITY DESIGN FOR GWENT LTD
Statement of Financial Activities
For the Period Ended 30 September 2009

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2009 £	Total Funds 2008 £
		£	£		
Incoming resources from generated funds					
<i>Voluntary income</i>					
Grants	2	-	18,431	18,431	17,700
<i>Activities for generating funds</i>					
Fees and reimbursements	2	155,590	-	155,590	150,424
Interest receivable	3	571	-	571	338
Total incoming resources		156,161	18,431	174,592	168,462
Resources expended					
Charitable activities	4	195,696	18,431	214,127	160,590
Governance costs	4	2,424	-	2,424	1,912
Total resources expended		198,120	18,431	216,551	162,502
Net movement in funds		(41,959)	-	(41,959)	5,960
Balances brought forward		33,052	-	33,052	27,092
Balances carried forward		(8,907)	-	(8,907)	33,052

The charity has no recognised gains or losses other than the results for the period as set out above

All of the activities of the Charity are classed as continuing

The notes on pages 8 to 12 form part of the financial statements

COMMUNITY DESIGN FOR GWENT LTD
Balance Sheet at 30 September 2009

	Note	2009		2008	
		£	£	£	£
Fixed Assets					
Tangible assets	6		1,777		2,335
Current Assets					
Debtors	7	2,340		69,917	
Cash at bank and in hand		<u>6,505</u>		<u>12,232</u>	
		8,845		82,149	
Creditors					
Amounts falling due within one year	8	<u>(12,529)</u>		<u>(43,432)</u>	
Net Current Assets			<u>(3,684)</u>		<u>38,717</u>
Total Assets less Current Liabilities			<u>(1,907)</u>		<u>41,052</u>
Creditors					
Amounts falling due after more than one year	9		<u>(7,000)</u>		<u>(8,000)</u>
Net Assets			<u>(8,907)</u>		<u>33,052</u>
Funds					
Restricted	11		-		-
Unrestricted	12		<u>(8,907)</u>		<u>33,052</u>
Total Funds			<u>(8,907)</u>		<u>33,052</u>

The company is entitled to exemption under Section 249a(1) of the Companies Act 1985 for the period ended 30 September 2009

The Trustees have not required the company to obtain and audit of its financial statements for the period ended 30 September 2009 in accordance with Section 249b(2) of the Companies Act 1985

The Trustees acknowledges their responsibilities for

- ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective June 2002)

The financial statements were approved by the Board of Trustees on 25 October 2010 and were signed on its behalf by


Approved on behalf of the board by

Neil Wallace
Trustee

The notes on pages 8 to 12 form part of the financial statements

COMMUNITY DESIGN FOR GWENT LTD
Notes to the Accounts for the Period Ended 30 September 2009

1. ACCOUNTING POLICIES

Basis of Accounts Preparation

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and the Companies Act 2006

Cash Flow Statement

The Trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small

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

10% / 33% Straight Line

Assets costing less than £100 are not capitalised

Operating lease agreements

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lesser, are charged against profits on a straight-line basis over the period of the lease

Grants receivable

Revenue grants are credited to the income and expenditure account in the period to which they relate. Capital grants are credited to a restricted fund and released to the income and expenditure account over the life of the related fixed asset in line with the depreciation charge

Fee income

Fee income is invoiced at various stages throughout the contract. Any work done but not invoiced is brought in as work in progress

Expenditure

Expenditure is apportioned between direct charitable activities and support costs of the charity in accordance with individual transactions, and apportioned between restricted and unrestricted funds on an actual basis

Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the Charity. The annual contributions payable are charged to the statement of financial activities

Restricted funds

The Charity holds restricted funds which have to be used for specific projects and to cover specific expenditure

Charitable Activities

This includes all expenditure directly related to the aims of the charity so as to advance education and 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

Governance Costs

These costs include the costs of external audit, legal advice for Trustees, and costs associated with constitutional and statutory requirements

COMMUNITY DESIGN FOR GWENT LTD
Notes to the Accounts for the Period Ended 30 September 2009

1. ACCOUNTING POLICIES (Continued)

Liabilities

The expenditure shown in the accounts is based upon the date the liability becomes due, not the date of payment

Going Concern

On 28 January 2009 the trustees agreed that the organisation will cease to trade. The organisation has remained dormant since 30 September 2009

2 GRANTS AND FEES RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total 2009 £	Total 2008 £
Grants	-	18,431	18,431	17,700
Fee and Reimbursements	155,590	-	155,590	150,424
	<u>155,590</u>	<u>18,431</u>	<u>174,021</u>	<u>168,124</u>

3 INTEREST RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total 2009 £	Total 2008 £
Bank interest receivable	571	-	571	338
	<u>571</u>	<u>-</u>	<u>571</u>	<u>338</u>

COMMUNITY DESIGN FOR GWENT LTD
Notes to the Accounts for the Period Ended 30 September 2009

4. RESOURCES EXPENDED

	Charitable Activities £	Governance £	Total 2009 £	Total 2008 £
Costs directly allocated to activities				
Staff Costs	71,281		71,281	62,476
Rent, rates and insurance	3,894	-	3,894	4,267
Light and Heat	2,705	-	2,705	1,608
Postage, publications and telephone	7,954	-	7,954	6,192
Project and European costs	26,332	-	26,332	12,286
Professional Indemnity Costs	4,000	-	4,000	-
	<u>116,166</u>	<u>-</u>	<u>116,166</u>	<u>86,829</u>
Support costs allocated to activities				
Staff Costs	71,280	-	71,280	61,893
Repairs, maintenance and leasing	12,937	-	12,937	7,107
Bank charges and sundry	12,674	-	12,674	3,190
Depreciation	1,070	-	1,070	931
Accountancy Fees	-	1,624	1,624	638
Independent Examination/Audit Fees	-	800	800	1,254
Customs & Excise interest and charges	-	-	-	660
	<u>97,961</u>	<u>2,424</u>	<u>100,385</u>	<u>75,673</u>
Total	<u><u>214,127</u></u>	<u><u>2,424</u></u>	<u><u>216,551</u></u>	<u><u>162,502</u></u>

5. TOTAL RESOURCES EXPENDED

The aggregate payroll costs were

	2009 £	2008 £
Gross Wages	119,571	103,181
Social Security	15,433	9,747
Pension	3,876	7,198
Travel costs	3,681	4,223
	<u>142,561</u>	<u>124,349</u>

There was no one employee who received in excess of £60,000 during the period

The Trustees of the Charity did not receive any remuneration or expenses for their services during the period

Particulars of employees:

The average number of staff employed by the Charity during the financial period amounted to

	2009	2008
Production staff (4½%)	4.5	4.5
Administrative staff (1½%)	1.5	1.5
	<u>6</u>	<u>6</u>

COMMUNITY DESIGN FOR GWENT LTD
Notes to the Accounts for the Period Ended 30 September 2009

6. TANGIBLE FIXED ASSETS

	Computers, Equipment & Office Furniture £	Total £
Cost		
At 1 April 2008	28,532	28,532
Additions	<u>512</u>	<u>512</u>
At 30 September 2009	<u><u>29,044</u></u>	<u><u>29,044</u></u>
Accumulated Depreciation		
At 1 April 2008	26,197	26,197
Charge for the period	<u>1,070</u>	<u>1,070</u>
At 30 September 2009	<u><u>27,267</u></u>	<u><u>27,267</u></u>
Net Book Value		
At 30 September 2009	<u><u>1,777</u></u>	<u><u>1,777</u></u>
At 31 March 2008	<u><u>2,335</u></u>	<u><u>2,335</u></u>

7. DEBTORS

	2009 £	2008 £
Trade debtors	-	69,564
Prepayments	-	353
VAT Refund CDG Consultancy	<u>2,340</u>	-
	<u><u>2,340</u></u>	<u><u>69,917</u></u>

8 CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	2009 £	2008 £
Bank overdraft	-	12,006
VAT	1,029	8,470
Accruals and deferred income	7,500	18,956
Newport City Council	<u>4,000</u>	<u>4,000</u>
	<u><u>12,529</u></u>	<u><u>43,432</u></u>

9 CREDITORS AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2009 £	2008 £
Newport City Council	<u>7,000</u>	<u>8,000</u>
	<u><u>7,000</u></u>	<u><u>8,000</u></u>

COMMUNITY DESIGN FOR GWENT LTD
Notes to the Accounts for the Period Ended 30 September 2009

10. COMMITMENTS UNDER OPERATING LEASES

At 30 September 2009 the Charity had annual commitments under non-cancellable operating leases as set out below

	Assets other than land and buildings	
	2009	2008
	£	£
Operating leases which expire:		
Within 1 year	-	3,504
Within 2 to 5 years	-	-
After more than 5 years	-	-
	<u>-</u>	<u>3,504</u>
	<u>-</u>	<u>3,504</u>

11. RESTRICTED FUNDS

	Balance at 1 April 2008	Incoming	Movement in resources Outgoing & Transfers	Balance at 30 September 2009
	£	£	£	£
Local Authority	-	18,431	18,431	-
	<u>-</u>	<u>18,431</u>	<u>18,431</u>	<u>-</u>
	<u>-</u>	<u>18,431</u>	<u>18,431</u>	<u>-</u>

Local authority grants are provided to the Charity to enable it to carry out its activities. There is no specified expenditure that this has to be set against. The Charity uses this funding to cover salary costs.

12. ANALYSIS OF NET ASSETS IN UNRESTRICTED FUNDS

	Tangible Fixed Assets £	Other net Liabilities £	Total £
Unrestricted	1,777	(10,684)	(8,907)
	<u>1,777</u>	<u>(10,684)</u>	<u>(8,907)</u>
	<u>1,777</u>	<u>(10,684)</u>	<u>(8,907)</u>

13. COMPANY LIMITED BY GUARANTEE

There were no related party transactions during the period.

**Chartered Accountants' Report to the Board of Directors
on the Unaudited Financial Statements of
Community Design for Gwent**

In accordance with our terms of engagement and in order to assist you to fulfil your duties under the Companies Act 2006, we have compiled the financial statements of the company for the period ended 30 September 2009 which comprise the Income and Expenditure Account, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the company's Board of Directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company's Board of Directors that we have done so, and state those matters that we have agreed to state to them in this 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 company and the company's Board of Directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Institute of Chartered Accountants in England & Wales and have complied with the ethical guidance laid down by the Institute relating to members undertaking the compilation of financial statements.

You have acknowledged on the Balance Sheet as at 30 September 2009 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 1985. You consider that the company is exempt from the statutory requirement for an audit for the period.

We have not been instructed to carry out an audit of the financial statements. 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 financial statements.



Broomfield & Alexander Limited
Chartered Accountants
Waters Lane Chambers
Waters Lane
Newport
NP20 1LA

Date 25/10/10