

Company No: 2045986
Charity Registered No: 295143

MAIDSTONE COMMUNITY SUPPORT CENTRE
(a Company Limited by Guarantee)

UNAUDITED REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2013

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MAIDSTONE COMMUNITY SUPPORT CENTRE

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2013

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REPORT OF THE BOARD OF DIRECTORS

FOR THE YEAR ENDED 31 MARCH 2013

The Board of Directors presents its report and accounts for the year ended 31 March 2013

1. Reference and Administrative Information

Charity Name: Maidstone Community Support Centre

Charity Registration Number: 295143

Company Registration Number: 02045986

Honorary President D C Brand O B E

Honorary Chair M Evans

Honorary Deputy Chair B Overton

Finance Director T Jones

Directors and Trustees

The Trustees are Directors for the purposes of Company Law
The following served as directors and trustees during the year

Mike Evans
Councillor Malcolm Robertson (deceased 10 August 2012)
Bridget Overton M B E
Trevor Jones
Raymond Harris
Geoffrey Wilkinson
Peter Cox
Amanda Bearne (resigned 19 June 2012)
Martin Pilbeam
Andrew Hanscomb (resigned 10 October 2012)
John Mills (resigned 30 March 2013)

MAIDSTONE COMMUNITY SUPPORT CENTRE

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REPORT OF THE BOARD OF DIRECTORS

FOR THE YEAR ENDED 31 MARCH 2013

1. Reference and Administrative Information (Continued)

Company Secretary	Andrew Hanscomb (appointed 31 October 2012) Richard Swainston (resigned 31 October 2012)
Centre Manager	A J Hanscomb Limited
Registered Office and Operational Address	39-48 Marsham Street Maidstone Kent ME14 1HH
Independent Examiner	David Williams F C A Dendy Neville Limited Chartered Accountants 3-4 Bower Terrace Tonbridge Road Maidstone Kent ME16 8RY
Bankers	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ

2. Objectives and Activities

Policy Statement and Principal Activity

Maidstone Community Support Centre was established to promote any charitable purpose for the benefit of the community in South East England and, in particular, the advancement of education, the protection of health and the relief of poverty, distress and sickness. The principal method of delivery of our charitable aims has been through the provision of affordable office and meeting space to charities and like minded organisations. These facilities and the infrastructure supporting them are provided on a mutually acceptable but cost effective basis. We further promote our charitable aims through the provision of a range of activities that support the community who are disadvantaged by social or health issues.

REPORT OF THE BOARD OF DIRECTORS (Continued)**FOR THE YEAR ENDED 31 MARCH 2013****3. Review of Activities, Achievements and Performance**

The Centre reviews its aim, objectives and activities each year. This review looks at what has been achieved and the outcomes of the work of the previous 12 months. The review looks at the success of activities undertaken and the benefits they have brought to the community. The review also helps us ensure our aim, objectives and activities remain focused on our stated purpose. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the objectives they have set.

4. How the Centre's Activities deliver Public Benefit

The Centre's income is derived in the main from Licence fees in respect of provision of office accommodation and from the hire of its meeting and training room facilities to charities and other like-minded organisations. Additional income is generated by our office services to members and users of the building and through the provision of an in-house telephony and broadband service.

2012-13 saw the continuation of a significant focus of the development of the Centre itself. In 2011-12 several of the sessional hire rooms were significantly upgraded, a review of key utilities and suppliers was undertaken and investment made in upgrading the communication channels within the building. All IT hardware and a significant amount of computer software were upgraded during the 2012-13 year.

A strategy review undertaken by the Board of Directors during the year, details plans to further invest in the quality of facilities on offer in the Centre. Such plans for the forthcoming year include significant upgrades to acoustic doors within the main halls, the café area and the entrance area.

By providing enhanced facilities to users of the Centre, we seek to further support our key stakeholders during difficult economic times.

Day to day running costs for the Centre continue to be a major burden and all available cash resources require to be carefully and effectively managed. Licence fees and room hire charges are reviewed annually to ensure that the infrastructure necessary to support these resources remain appropriate to the needs of Licensees and other users of the Centre's facilities. The Board of the Maidstone Community Support Centre thought it appropriate to increase all licence fees by no more than the rate of inflation for the year 2013-14.

The Centre currently employs 6 staff at the time of signing this report.

REPORT OF THE BOARD OF DIRECTORS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

5. Financial Review

Reserves Policy and Review of Financial Position

The directors have reviewed the Centre's need for reserves in line with guidance issued by the Charity Commission and their own assessment of the risks and opportunities faced by the Centre. Unrestricted funds are needed to provide revenue or capital funds at short notice to meet new patterns of demand and to ensure continuous operation for current and future occupants and users of the Centre.

As part of its annual reserve review, the Board has decided to ring fence a sum of £40,000 for use as an instantly available fund for use in case of circumstances creating non availability of the Centre's facilities.

Principal Financial Management Policies

The directors' principal financial management policies are in respect of managing reserves and managing risk. These are as described in the previous and following paragraphs.

Investment Policy

In the past most of the Centre's funds were required to be spent in the short term and funds were not available for long term investment. Recent years have seen a sensible increase in rental charges both for office space and sessional room hire. A determination to keep offices at 100% occupancy and increased marketing of dramatically improved facilities has seen a surplus year on year in recent times. The bulk of this surplus is earmarked for future works under the aforementioned maintenance and improvement plan and is invested in an interest bearing account. Given the current economic climate, options for secure investment opportunities are limited but the Board keeps this policy under constant review.

Risk Management

The directors have established an annual procedure to review risks and set or confirm strategies and policies. Day to day management of risk policies and their effectiveness is carried out by the Centre Manager.

REPORT OF THE BOARD OF DIRECTORS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

6. Structure, Governance and Management

Legal and Administrative Details

Maidstone Community Support Centre is a registered charity, no 295143 It was incorporated on 12 August 1986 company registration no 02045986

The Members of the company are the Licensees and such other persons or bodies corporate as are eligible for membership Persons wishing to become members are required to make a formal application to the Council for consideration Membership is not transferable

Governing Document

The organisation is a charitable company limited by guarantee The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association In the event of the company being wound up, members are each required to contribute an amount not exceeding £1

Management

The Centre is managed by a Board of Directors appointed by Members (Licensees of the offices) at the Annual General Meeting The Centre employs a manager who reports, and is responsible to the Honorary Chair

Recruitment and Appointment of New Directors and Trustees

Directors are appointed at the company's Annual General Meeting Under the requirements of the Memorandum and Articles of Association directors are elected to serve for a period of up to three years after which they must apply for re-election at the Annual General Meeting

Principle Risks and Uncertainties

This year's financial performance has continued in the previously established pattern The Centre has maintained its 100% level of occupancy of its available office space with no rent payment issues, together with a growing utilisation of its "for hire" space

This is an excellent performance against a background of an increase in space becoming available, and of funding cuts to the charitable sector, demonstrating the value for money element of the Centre's offering

The Board is aware of the approaching milestone of loan repayment completion and is actively engaged in reviewing its financial approach to this event

REPORT OF THE BOARD OF DIRECTORS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

7. Donation

A donation of £10,000 was made in the year (2011 £nil) to Maidstone Christian Care to be used to purchase a van for their Food for Thought Project, to benefit people in need in the Maidstone area

8. Directors' Responsibilities

The directors have complied with the duty in section 17(5) of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, particularly that in respect of their public benefit statement

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

The Report of the Board of Directors was approved by the Board on
on its behalf by

18.6.13 and signed



M Evans
Honorary Chair

Registered Office
39-48 Marsham Street,
Maidstone,
Kent ME14 1HH

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MAIDSTONE COMMUNITY SUPPORT CENTRE

I report on the accounts of the charity for the year ended 31 March 2013, which are set out on pages 8 to 16

Respective Responsibilities of the Trustees and the Independent Examiner

The charity's 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 year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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 145 of the 2011 Act),
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether any 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. 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 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 s386 of the Companies Act 2006, and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and 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

David Williams F C A

Dendy Neville Limited
Chartered Accountants
3-4 Bower Terrace,
Tonbridge Road,
Maidstone,
Kent ME16 8RY

Date 24.6.13.

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)**FOR THE YEAR ENDED 31 MARCH 2013**

	Unrestricted Funds	Restricted Funds	2013 Total Funds	2012 Total Funds
	£	£	£	£
Notes				
INCOMING RESOURCES				
Incoming resources from generated funds:				
<i>Voluntary income</i>				
Donations and grants	-	-	-	5,005
<i>Investment income</i>				
Bank interest	128	-	128	128
Incoming resources from charitable activities to further the charity's objectives:				
Licence fees & session income	297,108	-	297,108	287,163
Leisure Learning project	-	-	-	1,603
Neighbour Outreach	-	2	2	31
TOTAL INCOMING RESOURCES 1	297,236	2	297,238	293,930
CHARITABLE RESOURCES EXPENDED				
Costs of charitable activities:				
Expenditure on operation of property	261,878	6,321	268,199	230,113
Foodbank Project donation	10,000	-	10,000	-
Leisure Learning project	-	-	-	6,392
Neighbour Outreach	-	1,709	1,709	2,859
Governance costs	1,950	-	1,950	1,959
TOTAL RESOURCES EXPENDED 2	273,828	8,030	281,858	241,323
NET INCOME FOR THE YEAR	23,408	(8,028)	15,380	52,607
Fund balances brought forward at 1 April 2012	353,027	238,214	591,241	538,634
Fund transfers	2,481	(2,481)	-	-
Fund balances carried forward at 31 March 2013	£378,916	£227,705	£606,621	£591,241

The company has no recognised gains or losses other than the surplus for the above financial years

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

BALANCE SHEET**AS AT 31 MARCH 2013**

	Notes	£	2013 £	£	2012 £
FIXED ASSETS					
Tangible Assets	4		601,900		619,484
CURRENT ASSETS					
Debtors	5	12,137		10,947	
Cash at Bank		79,858		86,241	
		<u>91,995</u>		<u>97,188</u>	
Amounts falling due within one year	6	64,462		58,849	
NET CURRENT ASSETS			<u>27,533</u>		<u>38,339</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>629,433</u>		<u>657,823</u>
CREDITORS					
Amounts falling due after one year	7		<u>22,812</u>		<u>66,582</u>
NET ASSETS			<u>£606,621</u>		<u>£591,241</u>
Represented by					
UNRESTRICTED FUNDS	10		378,916		353,027
RESTRICTED FUNDS	11		<u>227,705</u>		<u>238,214</u>
	12		<u>£606,621</u>		<u>£591,241</u>

For the financial year ended 31 March 2013 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Directors' responsibilities

- (i) The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476
- (ii) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements

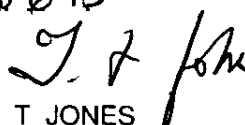
These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective April 2008)

Approved by the Board of Directors for issue on 18.6.13



M EVANS
Director

Company Number: 02045986



T JONES
Director

Registered Charity: 295143

ACCOUNTING POLICIES STATEMENT**FOR THE YEAR ENDED 31 MARCH 2013****a) Basis of Accounting**

The accounts have been prepared under the historical cost convention, in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice), the Companies Act 2006 and the recommendations in Accounting and Reporting by Charities Statement of Recommended Practice issued in 2005

b) Income

Licence fees, interest and other income are accounted for using the accruals basis

Grant income is recognised when evidence of entitlement is received and the criteria of certainty and measurability are met

c) Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates

- Costs of charitable activities comprise the costs incurred by the charity in maintaining and operating the property and the costs of projects to support the community. It is considered that all such costs are direct costs and there are no indirect costs of a support nature
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examiner's fees and costs linked to the strategic management of the charity
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. All costs are considered to relate directly to a particular activity and no costs are apportioned

d) Fixed assets and depreciation

Fixed asset additions are shown at cost

Depreciation is provided to write down the cost of each asset to its estimated residual value over its expected useful life. Impairment reviews of fixed assets are regularly carried out. Depreciation is calculated at the following annual rates:

Freehold buildings and improvements	2% per annum straight line
Equipment, fixtures and fittings	15% and 25% per annum on written down value

Freehold land is not depreciated. Freehold land is estimated by the directors to comprise 50% of the total cost of freehold land and buildings.

Grants received relating to the cost of the freehold buildings and improvements and items of equipment are included as restricted funds. Depreciation charged on the associated assets is charged to the restricted fund.

e) Format of the Financial Statements

The company is a registered charity. In the opinion of the directors, the format adopted gives a true and fair view as required by the Companies Act 2006.

ACCOUNTING POLICIES STATEMENT

FOR THE YEAR ENDED 31 MARCH 2013

f) Fund accounting

The Capital Grants restricted fund is in respect of capital grants received for the purchase and improvement of the freehold buildings and purchase of items of equipment together with revenue grants received for specific purposes. In accordance with the accounting policy depreciation on the assets concerned is charged as an expense of the restricted fund and the specific revenue expenditure incurred is also similarly charged as an expense.

The Neighbour Outreach fund was in respect of projects to reach out to disadvantaged sections of the community. Grants and donations are shown as income and expenditure includes direct expenditure. This fund was closed during the year.

All other items of income and expenditure are in the unrestricted fund.

g) Pensions

The pension costs charged in the financial statements represent the costs payable by the company in the year.

h) Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease term.

NOTES TO THE ACCOUNTS**FOR THE YEAR ENDED 31 MARCH 2013****1. INCOME**

Income, as shown in the Statement of Financial Activities, arises wholly in the U K

2. TOTAL RESOURCES EXPENDED

All expenditure was incurred in carrying out the company's principal activity. It is considered that there are no costs of a support nature.

	Staff Costs	Depreciation	Other Costs	Total 2013	Total 2012
	£	£	£	£	£
Direct charitable purposes	96,781	22,395	160,732	279,908	239,364
Governance costs	-	-	1,950	1,950	1,959
Total resources expended	96,781	22,395	162,682	281,858	241,323

Staff costs are further analysed as follows

	Unrestricted Funds	Restricted Funds	Total 2013	Total 2012
	£	£	£	£
Wages and salaries	85,865	599	86,464	106,181
Social security costs	7,012	-	7,012	9,019
Pension costs	1,324	-	1,324	1,908
Training and recruitment costs	1,981	-	1,981	1,000
	£96,182	£599	£96,781	£118,108

The average number of employees during the year, calculated on the basis of full time equivalents, was as follows

	2013 Number	2012 Number
Operation and maintenance of property	4	4

The company employed an average of 6 actual members of staff during the year (2012: 8)

The charity operates a defined contribution pension scheme for its employees. No amounts are owed to the pension scheme at the year end. No employee received emoluments of more than £60,000.

Other costs are further analysed as follows

	2013 £	2012 £
Premises costs	108,803	64,839
Centre Manager's Fees	13,585	-
Insurance	5,750	6,661
Independent examiner's fees in respect of		
- external scrutiny	1,950	1,950
- accountancy fees	2,343	2,334
Interest payable on bank loan	1,783	2,646
Donation to Foodbank Project	10,000	-
Miscellaneous	18,468	22,874
Less: Governance costs	(1,950)	(1,959)
	£160,732	£99,345

(Examiner fee and trustee expenses)

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 MARCH 2013

No trustee or persons connected with them received any remuneration during the year (2012 £nil)

Payments of expenses to trustees or persons connected with them during the year amounted to £nil (2012 £9)

Included within insurance is an estimated amount of £500 in respect of directors' and trustees' liability insurance (2012 £500)

3. TAX ON INCOMING RESOURCES

As a registered charity the company claims exemption from corporation tax

No charge to corporation tax arises on the results for the year No provision or potential provision is required for deferred taxation

4. TANGIBLE FIXED ASSETS

	<u>Freehold Property</u>	<u>Property Improvements</u>	<u>Fixtures, Fittings and Equipment</u>	<u>Total</u>
	£	£	£	£
Cost				
At 1 April 2012	221,765	433,550	113,700	769,015
Additions	-	-	5,261	5,261
Disposals	-	-	(4,630)	(4,630)
At 31 March 2013	<u>221,765</u>	<u>433,550</u>	<u>114,331</u>	<u>769,646</u>
Depreciation				
At 1 April 2012	27,720	73,653	48,158	149,531
Charge for the year	2,217	8,671	11,507	22,395
Disposals	-	-	(4,180)	(4,180)
At 31 March 2013	<u>29,937</u>	<u>82,324</u>	<u>55,485</u>	<u>167,746</u>
Net Book Value				
At 31 March 2013	<u>£191,828</u>	<u>£351,226</u>	<u>£58,846</u>	<u>£601,900</u>
At 31 March 2012	<u>£194,045</u>	<u>£359,897</u>	<u>£65,542</u>	<u>£619,484</u>

All fixed assets are used for direct charitable purposes

An independent valuation of the freehold property which was undertaken by Bishop Whitehead Chartered Surveyors in September 2012 has valued the freehold interest at £1,000,000 The directors have decided that the accounts will not be amended for this valuation

NOTES TO THE ACCOUNTS (Continued)**FOR THE YEAR ENDED 31 MARCH 2013**

5. DEBTORS	2013	2012
	£	£
Trade Debtors	10,844	9,395
Prepayments	1,293	1,552
	<u>12,137</u>	<u>10,947</u>

These amounts are all due within one year

6. CREDITORS	2013	2012
Amounts falling due within one year	£	£
Bank loan	43,231	42,348
Trade Creditors	3,302	86
Taxation and Social Security	1,506	2,548
Other Creditors	5,220	3,799
Accruals	11,203	10,068
	<u>64,462</u>	<u>58,849</u>

The bank loan is secured on the property

7. CREDITORS	2013	2012
Amounts falling due after one year	£	£
Bank loan – (due 2-5 years)	<u>22,812</u>	<u>66,582</u>

The bank loan is secured on the property

8. PENSION COSTS

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

	2013	2012
	£	£
Contributions payable by the company for the year	<u>1,324</u>	<u>1,908</u>

9. MEMBERS' GUARANTEES

Each Member has undertaken to contribute a maximum of £1 in the event of the winding-up of the company.

Total Maximum Guarantees at 31 March 2013	<u>£24</u>
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NOTES TO THE ACCOUNTS (Continued)**FOR THE YEAR ENDED 31 MARCH 2013****10. UNRESTRICTED FUNDS**

	Total £
At 1 April 2012	353,027
Incoming resources	297,236
Outgoing resources	(273,828)
Transfers	2,481
At 31 March 2013	<u>£378,916</u>

11 RESTRICTED FUNDS

The restricted funds brought forward are in respect of capital grants received for the purchase and improvement of the freehold buildings and items of equipment less the associated depreciation of those assets and also revenue grants received for specific purposes less the associated expenditure

	At 1 April 2012 £	Incoming Resources £	Depreciation and Expenses for Year £	Transfers (to)/from Unrestricted Fund £	At 31 March 2013 £
Neighbour Outreach	4,403	2	(1,709)	(2,696)	-
Capital grants	233,811	-	(6,321)	215	227,705
	<u>238,214</u>	<u>2</u>	<u>(8,030)</u>	<u>(2,481)</u>	<u>227,705</u>

A transfer was made to the unrestricted fund by the Neighbour Outreach project to transfer fixed assets purchased for use by the Film Club to the Centre with the permission of the original donors to the fund

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible fixed assets	374,195	227,705	601,900
Debtors	12,137	-	12,137
Cash at bank	79,858	-	79,858
Creditors	(64,462)	-	(64,462)
Creditors after one year	(22,812)	-	(22,812)
	<u>£378,916</u>	<u>£227,705</u>	<u>£606,621</u>

NOTES TO THE ACCOUNTS (Continued)**FOR THE YEAR ENDED 31 MARCH 2013****13. FINANCIAL COMMITMENTS**

At 31 March 2013 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2014

	2013 £	2012 £
Operating leases which expire		
Between two and five years	5,381	5,381
	<u> </u>	<u> </u>

14. RELATED PARTY TRANSACTIONS

Following the unexpected resignation of Richard Swainston as Centre Manager, the Directors awarded the contract to manage the Centre on an interim basis, until a permanent appointment could be made, to A J Hanscomb Limited, a company in which Andrew Hanscomb (who had resigned as a director of Maidstone Community Support Centre at the time the decision was made) is a director. The Directors felt this was in the best interests of the charitable company as Mr Hanscomb had the required knowledge to be able to take on the work at short notice. A total of £13,585 (2012: £nil) was paid to A J Hanscomb Limited during the year.

INCOME & EXPENDITURE ACCOUNT (UNRESTRICTED FUNDS ONLY)
FOR THE YEAR ENDED 31 MARCH 2013

	£	2013 £	£	2012 £
INCOME				
Licence fees receivable	155,312		149,894	
Car parking	17,453		17,460	
Storage	9,424		9,316	
Sessional fees	103,672		98,257	
Telephony and broadband	7,351		6,607	
Refreshments	1,101		913	
Coffee Shop	-		2,577	
Copier and copying charges	2,482		2,131	
Sundry income	313		8	
Donations	-		855	
	<hr/>		<hr/>	
	297,108		288,018	
Interest receivable	128		128	
	<hr/>		<hr/>	
		297,236		288,146
		<hr/>		<hr/>
REVENUE EXPENDITURE				
Donations		10,000		-
Staff costs	96,182		110,528	
Centre Management Fees	13,585		-	
Water, sewerage and waste	7,068		8,068	
Light and heat	26,230		16,317	
Repairs and maintenance	51,324		14,910	
Property management and cleaning	23,964		25,544	
Coffee Shop	217		426	
	<hr/>		<hr/>	
		218,570		175,793
Insurance	5,750		6,661	
Accountancy and payroll charges	4,293		4,284	
Legal and professional fees	1,307		992	
Telephone	5,415		11,069	
Office expenses and training	3,076		2,001	
Photocopier costs	5,429		5,428	
Bank charges and interest	1		3	
Loan interest	1,783		2,646	
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		27,054		33,084
General expenses	2,459		1,515	
Depreciation	15,221		15,138	
Obsolete computer equipment written off	450		-	
Bad debts	74		5	
	<hr/>		<hr/>	
		18,204		16,658
		<hr/>		<hr/>
		273,828		225,535
		<hr/>		<hr/>
OPERATING SURPLUS FOR THE YEAR		23,408		62,611
Balance brought forward		353,027		291,309
Fund transfers		2,481		(893)
		<hr/>		<hr/>
BALANCE CARRIED FORWARD		£378,916		£353,027
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MAIDSTONE COMMUNITY SUPPORT CENTRE

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INCOME & EXPENDITURE ACCOUNT (RESTRICTED FUNDS ONLY)**FOR THE YEAR ENDED 31 MARCH 2013**

	Neighbour Outreach	Capital grants	Total 2013
	£	£	£
Income			
Refreshments	2	-	2
	<u>2</u>	<u>-</u>	<u>2</u>
Expenditure			
Staff costs	599	-	599
General expenditure			
Sundries	257	-	257
Depreciation	853	6,321	7,174
	<u>1,709</u>	<u>6,321</u>	<u>8,030</u>
Operating deficit for the year	(1,707)	(6,321)	(8,028)
Balance brought forward	4,403	233,811	238,214
Transfer (to)/from unrestricted Funds	(2,696)	215	(2,481)
	<u>-</u>	<u>227,705</u>	<u>227,705</u>

Transfers to unrestricted funds are in respect of Centre facilities used by each project. A transfer to the unrestricted fund of assets purchased for use by the Film Club, in the Neighbour Outreach fund, was made on cessation of the Film Club with the permission of the donors involved.