

**CENTRE FOR FULL EMPLOYMENT LIMITED**

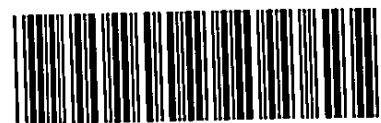
COMPANY LIMITED BY GUARANTEE

**ABBREVIATED ACCOUNTS**

**31 MARCH 2013**

WEST AND FOSTER  
Chartered Accountants & Statutory Auditor  
2 Broomgrove Road  
Sheffield  
South Yorkshire  
S10 2LR

SATURDAY



A41 \*A2HV1FOG\* #269  
28/09/2013  
COMPANIES HOUSE

**CENTRE FOR FULL EMPLOYMENT LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**ABBREVIATED ACCOUNTS**

**YEAR ENDED 31 MARCH 2013**

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**CENTRE FOR FULL EMPLOYMENT LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO CENTRE FOR FULL EMPLOYMENT LIMITED**

**UNDER SECTION 449 OF THE COMPANIES ACT 2006**

We have examined the abbreviated accounts, together with the financial statements of Centre For Full Employment Limited for the year ended 31 March 2013 prepared under Section 396 of the Companies Act 2006

This report is made solely to the company, in accordance with Section 449 of the Companies Act 2006. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special auditor's 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 for our work, for this report, or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR**

The directors are responsible for preparing the abbreviated accounts in accordance with Section 444 of the Companies Act 2006. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts to the Registrar of Companies and whether the abbreviated accounts have been properly prepared in accordance with the regulations made under that section and to report our opinion to you.

**BASIS OF OPINION**

We conducted our work in accordance with Bulletin 2008/4 issued by the Auditing Practices Board. In accordance with that Bulletin we have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in note 4 to the financial statements.

**OPINION**

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Section 444(3) of the Companies Act 2006, and the abbreviated accounts have been properly prepared in accordance with the regulations made under that section.

*West and Foster*

2 Broomgrove Road  
Sheffield  
South Yorkshire  
S10 2LR

29 August 2013

JOHN M G FOSTER (Senior  
Statutory Auditor)  
For and on behalf of  
WEST AND FOSTER  
Chartered Accountants  
& Statutory Auditor

**CENTRE FOR FULL EMPLOYMENT LIMITED**  
**COMPANY LIMITED BY GUARANTEE**

**ABBREVIATED BALANCE SHEET**

**31 MARCH 2013**

	Note	2013	2012
		£	£
<b>FIXED ASSETS</b>	<b>2</b>		
Tangible assets		21,882	1,453
<b>CURRENT ASSETS</b>			
Debtors		73,561	61,585
Cash at bank and in hand		931,801	1,327,881
		<u>1,005,362</u>	<u>1,389,466</u>
<b>CREDITORS: Amounts falling due within one year</b>		<u>14,693</u>	<u>18,171</u>
<b>NET CURRENT ASSETS</b>		<u>990,669</u>	<u>1,371,295</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,012,551</u>	<u>1,372,748</u>
<b>CREDITORS: Amounts falling due after more than one year</b>	<b>3</b>	<u>2,500</u>	<u>-</u>
		<u>1,010,051</u>	<u>1,372,748</u>
<b>RESERVES</b>	<b>5</b>		
Income and expenditure account		1,010,051	1,372,748
<b>MEMBERS' FUNDS</b>		<u>1,010,051</u>	<u>1,372,748</u>

These abbreviated accounts have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

These abbreviated accounts were approved by the directors and authorised for issue on 29 August 2013, and are signed on their behalf by

*CB Flannery*

Ms C B Flannery  
 Director

Company Registration Number 02301586

The notes on pages 3 to 4 form part of these abbreviated accounts.

# **CENTRE FOR FULL EMPLOYMENT LIMITED**

## **COMPANY LIMITED BY GUARANTEE**

### **NOTES TO THE ABBREVIATED ACCOUNTS**

**YEAR ENDED 31 MARCH 2013**

#### **1. ACCOUNTING POLICIES**

##### **Basis of accounting**

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)

##### **Consolidation**

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has therefore taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts

##### **Turnover**

Turnover is the amount drawn down and expended by the company to support projects and programmes for which it has responsibility, in addition it also includes fees raised for other advice and assistance given

##### **Fixed assets**

All fixed assets are initially recorded at cost

##### **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

Fixtures & Fittings	- 25% of cost
Motor Vehicles	- 25% of cost

##### **Hire purchase agreements**

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the income and expenditure account on a straight line basis

##### **Pension costs**

The company operates both defined benefit and defined contribution pension schemes for certain employees. For the defined contribution scheme the assets of the scheme are held separately from those of the company. For the defined benefit scheme, South Yorkshire Pension Authority control the fund and provide an annual schedule of contributions to be made in respect of each employee who is a member of that fund

Any additional contributions in respect of past service deficits are added to the current year's contributions

##### **Other operating income**

This is the amount received and receivable in the course of the year by way of donations from individuals and organisations who wish to support the ongoing work of the company

##### **Other operating expenditure**

This is the amount expended in the course of the year as part of the programme and projects which the company is contracted to perform, predominantly on wages, salaries and related costs

# CENTRE FOR FULL EMPLOYMENT LIMITED

COMPANY LIMITED BY GUARANTEE

## NOTES TO THE ABBREVIATED ACCOUNTS

YEAR ENDED 31 MARCH 2013

### 2. FIXED ASSETS

	Tangible Assets £
<b>COST</b>	
At 1 April 2012	63,358
Additions	29,140
Disposals	(15,630)
<b>At 31 March 2013</b>	<u>76,868</u>
 <b>DEPRECIATION</b>	
At 1 April 2012	61,905
Charge for year	8,711
On disposals	(15,630)
<b>At 31 March 2013</b>	<u>54,986</u>
 <b>NET BOOK VALUE</b>	
<b>At 31 March 2013</b>	<u>21,882</u>
At 31 March 2012	<u>1,453</u>

### 3. CREDITORS Amounts falling due after more than one year

The following liabilities disclosed under creditors falling due after more than one year are secured by the company

	2013 £	2012 £
Secured debt >1 Yr Hire Purchase outstanding	<u>2,500</u>	<u>-</u>

### 4. APB ETHICAL STANDARDS

In common with many other businesses of our size and nature, we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of financial statements

### 5. COMPANY LIMITED BY GUARANTEE

Centre for Full Employment Limited is a company limited by guarantee and not having a share capital