

FURNITURE RECLAMATION AND DELIVERY ENTERPRISE  
(Limited by Guarantee - not having a share capital)

DIRECTORS' REPORT AND  
STATEMENT OF ACCOUNTS

YEAR ENDED 31ST MARCH 2002



REGISTERED CHARITY 1020725  
Company Reg. No. 2797811

**FURNITURE RECLAMATION AND DELIVERY ENTERPRISE**  
**(Limited by Guarantee - not having a share capital)**

**REPORT OF THE DIRECTORS**

The Directors present their annual report and the audited accounts for the year to 31st March 2002.

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

**REVIEW OF OBJECTS, DEVELOPMENT ACTIVITIES AND ACHIEVEMENTS OF THE CHARITY DURING THE YEAR**

The company is a registered charity.

The principal activity of the company in the year under review was the provision of furniture and household items to people in need.

**RESERVES POLICY**

The directors endeavour to retain reserves sufficient to meet six months budgeted expenditure plus contingent redundancy liabilities.

**DIRECTORS**

The Directors who served during the year were

M. Tomlin (Chairman)	D. Cooke
B. Lawton (Treasurer)	J. Orton
M. Chicken (Vice-Chairman)	K. Shaw
K. Griffiths	W. Porteous (died 11 <sup>th</sup> March 2002)

**REGISTERED OFFICE**

The registered address of the Charity is:

Unit 1  
Phoenix Workshops  
Britannia Road  
Stockton on Tees  
TS19 0BN

**BANKERS**

The Charity's bankers are:

Girobank plc  
Lyndon House  
62 Hagley Road  
Birmingham  
B16 8PE

and a deposit account is held with  
Cafcash  
Charities Aid Foundation  
Kings Hill  
West Malling  
KENT  
ME19 4TA

**AUDITORS**

A resolution for the re-appointment of Stanley V. Bye & Co as auditors of the company will be proposed at the forthcoming Annual General Meeting.

Approved by the Board  
K Shaw  
Secretary  
28<sup>th</sup> May 2002

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**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the Directors are required to

- \* select suitable accounting policies and then apply them consistently;
- \* make judgements and estimates that are reasonable and prudent;
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**AUDITORS REPORT TO THE MEMBERS OF**  
**FURNITURE RECLAMATION AND DELIVERY ENTERPRISE**  
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We have audited the financial statements on pages 4 to 9.

**Respective responsibilities of Directors and Auditors**

As described on page 2 the company's Directors are responsible for the preparation of 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 by the Directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company'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 accounts give a true and fair view of the state of the company's affairs at 31st March 2002 and of its surplus for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985, as applicable to small companies.

*Stanley V. Bye*

61, Borough Road,  
MIDDLESBROUGH,  
Cleveland.

Stanley V. Bye & Co.,  
Chartered Accountants  
Registered Auditors  
28<sup>th</sup> May 2002

**FURNITURE RECLAMATION AND DELIVERY ENTERPRISE**  
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**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31ST MARCH 2002**

	Note	Unrestricted Funds £	Restricted Funds £	2002 Total Funds £	2001 Total Funds £
<b>INCOMING RESOURCES</b>					
Grants Receivable	2	-	58316	58316	54053
Donations	3	479	-	479	323
Investment Income		1450	-	1450	755
Delivery Charges		51642	-	51642	42263
		<u>53571</u>	<u>58316</u>	<u>111887</u>	<u>97394</u>
<b>RESOURCES EXPENDED</b>					
Direct Charitable					
Expenditure	4	(32574)	(57807)	(90381)	(83381)
Management & Administration	4	(4867)	-	(4867)	(3507)
		<u>(37441)</u>	<u>(57807)</u>	<u>(95248)</u>	<u>(86888)</u>
<b>Net incoming resources</b>		16130	509	16639	10506
<b>Fund balances brought forward</b>		<u>19137</u>	<u>2091</u>	<u>21228</u>	<u>10722</u>
<b>FUND BALANCES CARRIED FORWARD</b>		<u>35267</u>	<u>2600</u>	<u>37867</u>	<u>21228</u>

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**BALANCE SHEET**

**AS AT 31ST MARCH 2002**

		2002		2001	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	5		911		1183
<b>CURRENT ASSETS</b>					
Stocks	6	2614		2675	
Debtors	7	2616		1525	
Cash at bank and in hand		40296		20699	
		<u>45526</u>		<u>24899</u>	
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	8	<u>(8570)</u>		<u>(4854)</u>	
<b>NET CURRENT ASSETS</b>			36956		20045
<b>NET ASSETS</b>			<u>37867</u>		<u>21228</u>
<b>CAPITAL AND RESERVES</b>					
Income and Expenditure Account			<u>37867</u>		<u>21228</u>

The Financial Statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities.

M J Tomlin .....  
R. Lawton ..... )  
..... ) **DIRECTORS**

Approved by the Board : 28/05/02

The notes on pages 6 to 9 form part of these accounts

**FURNITURE RECLAMATION AND DELIVERY ENTERPRISE**  
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**NOTES TO THE ACCOUNTS**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards, and the Charities Accounting Statement of Recommended Practice (SORP).

- a All grants and other income are accounted for gross when receivable, as long as they are capable of financial measurement.
- b All expenditure is accounted for gross, and when incurred.
- c Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets. Where such costs relate to more than one functional cost category, they have been split on either an estimated time or floor space basis, as appropriate.
- d Depreciation is provided to write off the cost, less estimated residual values, of all fixed assets, over their expected useful lives. It is calculated at the following rate on a straight line basis

Equipment	20% per annum
Computer	25% per annum
Phone system	20% per annum

**2. GRANTS RECEIVABLE**

	2002	2001
	£	£
National Lottery Charities Board	50483	49128
New Deal	-	1425
William Webster	-	1000
Abbey National	-	1000
Bernard Sunley Charitable Foundation	-	1500
Sherburn House Charity	7833	-
	<u>58316</u>	<u>54053</u>

£11750 was actually received from Sherburn House Charity, for the restricted purpose of paying rent for 12 months from 1<sup>st</sup> August 2001. Therefore £7833 is included above and £3917 is carried forward in other creditors (Note 8).

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**NOTES TO THE ACCOUNTS**

**3. DONATION**

**Intangible Income**

Services are donated by H.M.P., Kirklevington Grange. During the year 5,000 hours (2001:5,000 hours) of work were carried out by personnel from Kirklevington Grange.

**4. ANALYSIS OF RESOURCES EXPENDED**

	Unrestricted Funds £	Restricted Funds £	2002 Total Funds £	2001 Total Funds £
<b>Direct Charitable Expenditure</b>				
Wages	12905	49974	62879	58655
Rent	4033	7833	11866	9053
Testing Equipment	1794	-	1794	876
Materials	571	-	571	113
Training	172	-	172	126
Heat and Light	570	-	570	571
Telephone and Postage	608	-	608	598
Stationery and Advertising	4244	-	4244	3059
Travel and Motor	6210	-	6210	8464
Volunteers expenses	905	-	905	1181
Rates and Water	363	-	363	284
Van Hire	199	-	199	401
	<u>32574</u>	<u>57807</u>	<u>90381</u>	<u>83381</u>

	Unrestricted Funds £	Restricted Funds £	2002 Total Funds £	2001 Total Funds £
<b>Management and Administration</b>				
Insurance	685	-	685	581
Accountancy	646	-	646	550
Repairs and Renewals	1639	-	1639	686
Tools	-	-	-	375
Legal and Professional	500	-	500	55
Bank Charges	25	-	25	37
Sundry	1100	-	1100	863
Depreciation	272	-	272	360
	<u>4867</u>	<u>-</u>	<u>4867</u>	<u>3507</u>



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**NOTES TO THE ACCOUNTS**

**5. TANGIBLE FIXED ASSETS**

	Computer	Equipment	Total
	£	£	£
<b>COST</b>			
At 1st April 2001 and			
At 31st March 2002	1196	665	1861
<b>DEPRECIATION</b>			
At 1st April 2001	492	186	678
Charge for the year	176	96	272
At 31st March 2002	668	282	950
<b>NET BOOK VALUE</b>			
At 31st March 2002	528	383	911
At 31st March 2001	704	479	1183

There were no commitments to capital expenditure at 31st March 2002 or at 31st March 2001.

The company leases a Motor Van.

<b>6. STOCKS</b>	<b>2002</b>	<b>2001</b>
	£	£
Realisable value of refurbished goods	2614	2675
<b>7. DEBTORS</b>	<b>2002</b>	<b>2001</b>
	£	£
Trade Debtors	72	-
Prepayments	2129	970
VAT	415	555
	2616	1525

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**NOTES TO THE ACCOUNTS**

<b>8. CREDITORS</b>	<b>2002</b>	<b>2001</b>
Amounts falling due within one year:-		
	<b>£</b>	<b>£</b>
Other Creditors and accruals	6266	1207
Social Security and Other Taxes	2304	3647
	<u>8570</u>	<u>4854</u>

<b>9. FUNDS</b>	<b>2002</b>	<b>2001</b>
	<b>£</b>	<b>£</b>
Unrestricted Funds	35267	19137
Restricted Funds - NLCB	2600	2091
	<u>37867</u>	<u>21228</u>

**10. COMPANY LIMITED BY GUARANTEE**

The members of the company have each guaranteed to contribute a sum not exceeding £1 on the event of the company's being wound up. At 31st March 2002 there were 7 members.

**11. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
Tangible Fixed Assets	911	-	911
Net Current Assets	34356	2600	38206
	<u>35267</u>	<u>2600</u>	<u>37867</u>