

**Darsham Country Centre**  
(A company limited by guarantee)

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COMPANIES HOUSE

## Financial statements and report for the year ended 31 December 2011

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<b>Charity number</b>	1047729
<b>Company number</b>	2831131
<b>Directors/trustees</b>	Gill Miller (Chair), Len Freeman (Treasurer), Pat Try, Hilary Sutton, Bryan Osbon, Ian Miles, Richard Robertson (from 3/2/2012)
<b>Company secretary</b>	Chris Freeman
<b>Staff</b>	Annette Day
<b>Registered office</b>	23 Hope Street, Cambridge, CB1 3NA
<b>Centre address</b>	The Station House, Main Road, Darsham, Suffolk, IP17 3LA
<b>Independent examiner</b>	Richard McMullan
<b>Banker</b>	The Co-operative Bank plc, PO Box 250, Delf House, Skelmersdale, WN8 6WT

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## Trustees' Report for the year ended 31 December 2011

The trustees, who are also directors for the purposes of the Companies Act 1985, present their annual report and the unaudited accounts for the year ended 31 December 2011

### Objectives

Darsham Country Centre is established under its memorandum and articles for the furtherance of educational and recreational activities for the benefit of persons in the south east of England, particularly but not exclusively those resident in the London Borough of Hackney and other London boroughs, to provide and assist in the provision of facilities for recreation or other leisure-time occupation with the object of improving the conditions of life of such persons

### Activities

It carries out its charitable objects by managing a hostel in Darsham near Yoxford in Suffolk. The trustees have considered the Charity Commission guidance and believe that the Centre's activities are wholly undertaken to further the charitable purposes for the public benefit. It offers 24 bed spaces, catering facilities and recreational opportunities primarily for the users of voluntary and statutory organisations which support people who lack access to affordable holidays and would benefit from communal activities. Its users include children and young people's groups, older people and those with disabilities. The trustees, acting as the board of directors, are responsible for strategic and practical management, financial control, fundraising and the supervision of one staff member. The board aims to meet quarterly. The centre works in close partnership with the Woodcraft Folk, which organises certain services such as pay roll and insurance.

**Darsham Country Centre**  
**Trustees' Report for the year ended 31 December 2011**

**2011 activities**

**Director meetings** 7 February, 7 April, 15 July (ordinary and AGM), 15 September, 8 November

**Bookings** (2010 figures in brackets)

10 (12) Woodcraft Folk groups	24 (31) nights	27% (37%)
0 (1) Hackney based organisations	0 (4) nights	0% (5%)
15 (12) other voluntary organisations	37 (26) nights	42% (31%)
1 (1) partnerships	5 (2) nights	6% (2%)
1 (2) statutory agencies	2 (5) nights	2% (6%)
7 (6) private users	20 (16) nights	23% (19%)
Total occupancy	88 (84) nights	
Annual night occupancy	24% (22.5%)	

**Charges per night**

Voluntary groups including Woodcraft Folk and Hackney users	£140
Partnerships (statutory and voluntary sector)	£180
Statutory sector	£210
Others	£270
Saturday night only surcharge	£25
Daily rate	£50
Cycles per weekend	£5
Cycles per week	£10
Camper per night	£1

**Activities**

- Volunteer working session in February for on-going maintenance and re-decoration
- Continuing negotiations with local authorities and rail operatives about use of part of centre garden as a car park for train users
- Successful application to Awards for All - £9,084 grant for improvements to the garden (fencing, hedges, raised beds and volunteer expenses) Work to be completed in 2012
- Safeguarding statement revised and added to booking information
- Renewed attempts to improve marketing strategy
- Meetings with Woodcraft Folk to establish strategy to ensure the long term future of the Centre

**Finances**

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

The statement of financial activities shows the movement of funds over the year

Total incoming unrestricted resources £16,165 (2010 £12,946)

Total unrestricted expenditure £11,159 (2010 £35,255)

Unrestricted funds of £3,944 were brought forward from 2010

Unrestricted funds of £8,278 were carried forward to 2012

The restricted grant of £9,084 was received at the end of 2011 from Awards for All and will be spent in 2012 on the related project

**Independent Examiner's Report to the Trustees of Darsham Country Centre  
for the year ended 31 December 2011**

I report on the unaudited accounts of the Trust for the year ended 31 December 2011 which are set out on the following pages

**Respective responsibilities of the trustees and the independent examiner.**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993) (the 1993 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts (under section 43(3)(a) of the 1993 Act),
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act), and
- to state whether particular matters have come to our attention

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An independent 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 seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given in the accounts.

**Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements have not been met

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and Section 44(1)(a) of the 2005 Act;
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006, Section 44(1)(b) of the 2005 Act;
- which are consistent with the methods and principles of the Statements of Recommended Practice Accounting and Reporting by Charities

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Richard McMullan  
17 Wingate Way  
Cambridge CB2 1HD

*Richard McMullan*

Date

*20th September 2012*

**Darsham Country Centre**  
**Trustees' Report for the year ended 31 December 2011**

**Reserves policy**

- 1 Trustees have tried to build up reserves over recent years given the need for ongoing repairs and improvements to an ageing, neglected building, rising expectations among potential users for more sophisticated facilities and the uncertainty of income from voluntary and statutory organisations
- 2 Booking levels are vulnerable to external events beyond the trustees' control
- 3 The centre seeks grants for special projects and major improvements to the building. Appropriate sources are increasingly difficult to identify
- 4 Annual expenditure, needed to maintain staff and basic services only, is about £11,000.
- 5 The centre will seek to designate funds of
  - £3,000 for an essential repairs and renewals and emergencies to be agreed by trustees and revised annually as circumstances dictate
  - £500 to enable the centre to maintain basic services should bookings decline for a defined period
  - £1,200 to meet redundancy payments for one staff member
  - £750 to re-pay interest free long loans
- 6 Should the centre cease operation, it would need to repay a secured loan of £14,500 to Hackney Borough Council. The sale of the premises would enable this liability to be met

**Directors/Trustees**

The names of the directors/trustees who served during the year are listed on page 1

**Statement of directors'/trustees' responsibilities**

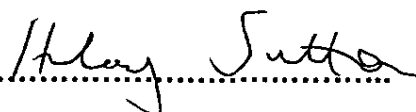
The charity's trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, for the year. In preparing those financial statements, the trustees are required to

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- Prepare the financial statements on the going-concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2005. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (effective April 2005) and in accordance with the special provisions of the Companies Act 2005 relating to small entities.

Approved by the board of Trustees/Directors on 19<sup>th</sup> September 2012 and signed on its behalf by.

  
..... Hilary Sutton

# Darsham Country Centre

## Statement of Financial Activities for the Year Ended 31st December 2011

		2011		2010
	Note	Unrestricted Fund General Funds £	Restricted Funds £	Total Funds £
<b>Incoming Resources</b>				
<b>Incoming resources from generated funds:</b>				
Voluntary income	2	1,100	-	1,100
Investment income	3	10	-	10
<b>Incoming resources from Charitable activities</b>				
Hostel accommodation	4	15,055	-	15,055
Grants	5	-	9,084	9,084
Other Income	6	-	-	-
<b>Total Incoming Resources</b>		<b>£16,165</b>	<b>9,084</b>	<b>£25,249</b>
<b>Resources Expended</b>				
<b>Costs of Generating Funds</b>				
Voluntary income	8	-	-	-
<b>Charitable Activities</b>	9	<b>11,129</b>	<b>-</b>	<b>11,129</b>
<b>Governance costs</b>	10	<b>30</b>	<b>-</b>	<b>30</b>
<b>Total Resources Expended</b>	11	<b>£11,159</b>	<b>-</b>	<b>£11,159</b>
<b>Net Incoming Resources and movement in funds</b>		<b>5,006</b>	<b>9,084</b>	<b>14,090</b>
<b>Transfer of funds</b>	16	<b>(672)</b>	<b>672</b>	<b>-</b>
<b>Total Funds brought forward</b>		<b>3,944</b>	<b>42,781</b>	<b>46,725</b>
<b>Total Funds carried forward</b>		<b>£8,278</b>	<b>£52,537</b>	<b>£60,815</b>

All amounts relate to continuing activities. There were no recognised gains or losses other than those included above.

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

# Darsham Country Centre

## Balance Sheet at 31st December 2011

	Note	Unrestricted Funds £	Restricted Funds £	2011 Total Funds £	2010 Total Funds £
<b>Fixed Assets</b>	13	1	57,953	57,954	57,954
<b>Current Assets</b>					
Stocks - Oil		200	-	200	200
Debtors and prepayments	14	-	-	-	259
Cash at Bank and in Hand		11,028	9,084	20,112	6,397
<b>Total Current Assets</b>		11,228	9,084	20,312	6,856
<b>Creditors: Amounts falling due within one Year</b>	15	2,201	-	2,201	1,235
<b>Net Current Assets</b>		9,027	9,084	18,111	5,621
<b>Total Assets less Current Liabilities</b>		9,028	67,037	76,065	63,575
<b>Creditors: Amounts falling due after one year</b>	15	750	14,500	15,250	16,850
<b>Net Assets</b>		£8,278	£52,537	£60,815	£46,725
<b>Income Funds</b>					
Restricted Funds	16	-	52,537	52,537	42,781
Unrestricted Fund General Funds		8,278	-	8,278	3,944
<b>Total Funds</b>		£8,278	£52,537	£60,815	£46,725

For the year ended 31 December 2011 the directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 (the Act) relating to small companies

The members have not required the company to obtain an audit in accordance with section 476 of the Act

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts. The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

These financial statements were approved by the board on *19th September* 2012 and are signed on their behalf by



R Robertson Director and Trustee

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

# Darsham Country Centre

## Notes to the Accounts for the year ended 31st December 2011

### 1 Accounting Policies

#### 1.1 Basis of Accounting

These accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Statement of Recommended Practice "Accounting and Reporting by Charities" (effective April 2005)

#### 1.2 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

#### 1.3 Tangible Fixed Assets and Depreciation

Tangible Fixed Assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis

Fixtures and Fittings

Over five years

#### 1.4 Stocks

Stocks are valued at the lower of cost and net realisable value

#### 1.5 Donations and Grants

These are included in the Statement of Financial Activities when they are received

#### 1.6 Income from Activities and Other Income

Income from Activities and Other Income is included in the period to which it relates

#### 1.7 Resources Expended

Resources Expended, including Value Added Tax, are included in the period to which they relate

#### 1.8 Funds

Resources received are allocated to Restricted Funds according to the limitations on their use specified by the donors or other providers. Funds received in the direct operation of the Charity are treated as unrestricted income funds. Other resources received without external restriction are designated by the trustees for particular purposes as deemed appropriate

	Unrestricted Fund General Funds	Restricted Funds	2011 Total Funds	2010 Total Funds
	£	£	£	£
2 Voluntary Income				
Donations	1,100	-	£1,100	£8
3 Investment Income				
Bank interest	10	-	£10	£239

## Darsham Country Centre

<b>Notes to the Accounts for the Year Ended 31st December 2011</b>					
<b>(Continued)</b>					

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<b>Notes to the Accounts for the Year Ended 31st December 2011</b>					
<b>(Continued)</b>					

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Notes to the Accounts for the Year Ended 31st December 2011					
(Continued)					

The Secured Loan of £14,500 from the Hackney Borough Council is secured on the freehold property					
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Mr B Osbon was paid £ nil (2010 £16,972) for building and contracting work during the year				
Three Trustees (2010 3) received travel and subsistence expenses during the year				
totalling £251 (2010 £392)				