### **ANNUAL REPORT AND ACCOUNTS** 30 September 2007

A31

A16

10/06/2008 **COMPANIES HOUSE** 

مدمانانامد 04/06/2008

442 **COMPANIES HOUSE** 

DIRECTORS

Rev P J Wyard - Chairman

R Piggott Father J J Rynn Rev C Mattock Mrs S-A Jarvis

SECRETARY

R Piggott

REGISTERED OFFICE

24, The Green, Datchet,

Slough, Berkshire

SL3 9JH

REGISTERED NUMBER

2966835

CHARITY NUMBER

1063290

REPORTING ACCOUNTANTS

Masons

337 Bath Road Slough Berkshire SL1 5PR

#### ANNUAL REPORT AND ACCOUNTS - 30 SEPTEMBER 2007

Pages	1 2	Report of the directors Independent examiners' report
	•	Accounts comprising
	3	Statement of Financial Activities
	4	Balance Sheet
	5 - 7	Notes to the accounts
	g.	Detailed income and expenditure

#### REPORT OF THE DIRECTORS

The directors present their annual report with the accounts of the company for the year ended on 30th September 2007

#### **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 required to contribute an amount not exceeding £1

#### RECRUITMENT AND APPOINTMENT OF TRUSTEES

The directors of the company are also charity trustees for the purpose of charity law

#### **OBJECTIVES AND ACTIVITIES**

The principal activity of the company in the year under review was the advancement of the Christian religion, pastoral, evangelistic, social and ecumenical. This has been carried out through the operation of 24, The Green, Datchet, trading as "The Bridge", as a coffee and tea shop, a meeting place for village groups, and a Christian Book shop.

The sales of tea, coffee and home made cakes are at a low, subsidised rate to encourage pensioners, mothers of young village children and other members of the local community to find a home from home and meeting place in The Bridge, with its friendly atmosphere. This is fostered by the forty or so volunteer helpers who staff The Bridge for six days each week between the hours of 9 am and 3 30 pm.

#### **DIRECTORS**

The directors in office during the year were as follows

Rev P J Wyard R Piggott Father J J Rynn Rev C Mattock Mrs S-A Jarvis

The responsibilities of the directors are given in the Independent Examiners Report of these financial statements

#### RESERVES

Reserves in the financial statement are currently £7,328 (2006 - £6,639). All reserves represent unrestricted funds and are held.

- in furtherance of the charity's objectives in the short and long term,
- to provide funds which can be designated to specific projects to enable these projects to be undertaken at short notice, and
- to cover administration, fund raising and support costs without which the charity could not function

In the event that the centre is wound up and there remains a surplus of reserves after the satisfaction of all its debts and liabilities, the surplus shall not be distributed among the members of the Centre, but shall be given or transferred to the Parochial Church Council of St. Mary the Virgin, Datchet

#### **RISK MANAGEMENT**

The directors have assessed the major risks to which the charity is exposed, in particular those related to the operation and finances of the charity, and are satisfied that systems are in place to mitigate exposure to the major risks

Signed on behalf of the

R Piggot Director Date 2 June 2008

#### INDEPENDENT EXAMINERS' REPORT

I report on the accounts of the company for the year ended 30 September 2007, which are set out on pages 3 to 7

#### Respective responsibilities of the directors and examiner

As the company's directors you are responsible for the preparation of the accounts, you consider that the audit requirement of s43(2) of the Charities Act 1993 (the Act) does not apply it is my responsibility to state on the basis of procedures specified in the General Directions given by the Charity Commissioners under s43 (7)(b) of the Act, whether particular matters have come to my attention

#### Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners An examination includes a review of 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 directors concerning any 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 opinion on the view given by the accounts.

#### Independent examiners' 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
  - a to keep accounting records in accordance with s41 of the Act,
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

Date \_\_\_

have not been met, or

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

A Jeffries k#CA Registered Auditor

Masolus /

Reporting Accountants

337 Bath Road Slough Berkshire SL1 5PR

#### STATEMENT OF FINANCIAL ACTIVITIES

#### FOR THE YEAR ENDED 30 SEPTEMBER 2007

		Unrestricted Funds	Total
	Notes	2007 £	2006 £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income Coffee shop and drop-in-centre		10,976	11,514
Activities for generating funds Investment income Donations and grants		1,447 1,482	1,955 893
Total incoming resources		13,905	14,362
RESOURCES EXPENDED			
Costs of generating funds			
Fundraising trading cost of goods sold and other costs	2	12,680	12,143
Governance costs	2	536	1,381
Total expenditure		13,216	13,524
Net incoming/(outgoing) resources		689	838
NET MOVEMENT IN FUNDS		689	838
FUND BALANCES BROUGHT FORWARD		6,639	5,801
FUND BALANCES CARRIED FORWARD		7,328	6,639

#### **BALANCE SHEET**

#### FOR THE YEAR ENDED 30 SEPTEMBER 2007

	Notes	Unrestricted Funds 2007 £	Total 2006 £
FIXED ASSETS Tangible assets	6	953	1,445
		953	1,445
CURRENT ASSETS		405	202
Stocks Debtors	1 7	165	200
Cash at Bank and in hand	,	1,488 5,469	1,488 4,642
Cash at Dank and in hand			4,042
		7,122	6,330
CREDITORS amounts falling due within one year	8	747	1,136
NET CURRENT ASSETS		6,375	5,194
NET ASSETS		7.000	
NEI ASSEIS		7,328	6,639
CAPITAL AND RESERVES			
Net movement in funds		689	838
Balance brought forward 1 October		6,639	5,801
		7,328	6,639

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 30 September 2007

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2007 in accordance with Section 249B(2) of the Companies Act 1985

The directors acknowledge 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 surplus or deficit 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 January 2007)

Signed on behalf of the

R Piggott

Date 2 June 08

Page 4

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

#### FOR THE YEAR ENDED 30 SEPTEMBER 2007

#### 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 January 2007) and the Charities Statement of Recommended Practice (SORP 2005)

#### Incoming resources

Voluntary income is received by way of grants and donations and is included in full in the Statement of Financial Activities when it is receivable

Investment income is included when receivable

Incoming resources from charitable trading activity are accounted for when earned

#### Resources expended

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

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the shop

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

Leasehold building, Equipment and Fixtures - 15% on cost

Capital Grants are released to Income and Expenditure account over the life of the related assets

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items

#### 2 TOTAL RESOURCES EXPENDED

	Café and	0	0007	0000
	Shop	Governance	2007	2006
Costs directly attributable to activities				
Food and drink supplies	3,215	5	3,215	3,146
Coffee shop	162	2	162	238
Card, books and crafts	1,247	,	1,247	1,052
Rent and rates	4,880	)	4,880	4,787
Light and heat	313	3	313	730
Insurance	341		341	345
Cleaning	2,336	3	2,336	2,314
Telephone		155	155	199
Sundry		75	75	183
Depreciation	186	306	492	530
	12,680	536	13,216	13,524

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

#### FOR THE YEAR ENDED 30 SEPTEMBER 2007

#### 3 DIRECTORS

The directors received no remuneration or other benefits during the year

#### 4 ENDOWMENT AND RESTRICTED FUNDS

The company has no endowment or restricted funds

#### 5 INVESTMENT ASSETS

The company held no investment assets at the year end

#### **6 TANGIBLE FIXED ASSETS**

	Leasehold Buildings	Equipment	Fixtures	TOTAL
	£	£	£	£
Cost				
At 1 October 2006	2,257	3,296	5,557	11,110
Additions	-	-	-	-
Disposal	-	•	-	-
At 30 September 2007	2,257	3,296	5,557	11,110
Depreciation				
At 1 October 2006	2,256	2,224	5,185	9,665
Charge for year	-	186	306	492
Disposal	•	-	•	-
At 30 September 2007	2,256	2,410	5,491	10,157
Net book values				
At 30 September 2006	1	1,072	372	1,445
At 30 September 2007	1	886	66	953

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

#### FOR THE YEAR ENDED 30 SEPTEMBER 2007

7	D	•	0	┰.	^	2	0
	v		0		u	л	-

DEDITORS	2007 £	2006 £
Prepayments	1,488	1,488

#### 8 CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR

	2007 £	2006 £
Trade creditors Other creditors	160 587	255 881
	747	1,136

#### 9 SHARE CAPITAL

The company has no share capital, but in the event of the company being wound up each member undertakes to contribute an amount, not exceeding £1, towards the debts and liabilities of the company

#### 10 TAXATION

The company has charitable status, which will exempt it from the payment of corporation tax

#### **DETAILED INCOME AND EXPENDITURE ACCOUNT**

# FOR THE YEAR ENDED 30 SEPTEMBER 2007 (For management information only)

	Unrestricted Funds	Total
	2007 £	2006 £
SALES	10,976	11,514
COST OF SALES	4,624	4,436
MARGIN ON SALES	6,352	7,078
ADMINISTRATIVE EXPENSES		
Establishment expenses		
Rent and rates	4,880	4,787
Light and heat	313	730 345
Insurance Depreciation	341 492	530
	6,026	6,392
Administration costs		
Cleaning	2,336	2,314
Telephone	155	199
Sundries	75 ————	183
	2,566	2,696
TOTAL ADMINISTRATIVE EXPENSES	8,592	9,088
OPERATING LOSS	(2,240)	(2,010)
OTHER INCOME		
Interest received	207	195
Room hire Donations and grants	1,240 1,482	1,760 893
Donalions and grants		
	2,929	2,848
(Deficit)/Surplus for the year	689	838