

**THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD**

**REPORT AND ACCOUNTS  
FOR THE PERIOD ENDED 31ST MARCH 2003**

**REGISTERED NUMBER: 3448089**



THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

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THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

TRUSTEE AND COMPANY INFORMATION

Chairman:	Dr P Annison
Other Trustees:	J W Blackie B McGregor A Kirkbride Mrs P West Mrs P Hague M Hall
Secretary:	A Le Grice
Registered Office:	Upper Wensleydale Community Office The Neukin Hawes North Yorkshire DL8 3RA
Bankers:	HSBC Bank Plc Market Place Hawes North Yorkshire DL8 3QN
Accountants:	Tunstall & Blackburn Kiln Hill Market Place Hawes North Yorkshire DL8 3RA

THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

SUMMARY REPORT OF THE TRUSTEES

The Trustees present their report and accounts for the period ended 31st March 2003.

Summary of Result and Dividend

The surplus for the period amounted to £4091. The Company has no powers to pay a dividend.

Principal Activity

The principal activity of the Company is the establishment and operation of an Upper Wensleydale Community Office, in addition to the furtherance of the interests of residents, businesses and visitors to the Upper Dales region of North Yorkshire.

Review of the Year

The Trustees consider that the Company has achieved its objective for this period and that its general financial position is satisfactory. A more detailed report is attached on pages 4-5.

Trustees

The Trustees named on page 1 served throughout the period. The interests of the Trustees in the Company are limited to the guarantee required under the Memorandum of the Company.

Audit Exemption

The Company claims exemption from audit under the Companies Act 1985, and an appropriate statement signed by the chairman is included in the Balance Sheet.

On behalf of the Trustees

P. Annison Dr P Annison, Chairman

17th July 2003 Date

THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

STATEMENT OF TRUSTEES RESPONSIBILITIES

Company Law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the surplus or deficit for that period. In preparing these accounts, 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 accounts.
- \* Prepare accounts on the going concern basis unless it is inappropriate to presume the Company will continue trading.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safe-keeping of the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

## REPORT FOR THE PERIOD ENDED 31ST MARCH 2003

### REPORT OF THE TRUSTEES

The Upper Wensleydale Community Partnership (UWCP) Ltd is a company limited by guarantee and registered in England and Wales numbered 3448089 incorporated on 10th October 1997. The address of the Company is Upper Wensleydale Community Office, The Neukin, Market Place, Hawes, North Yorkshire, DL8 3RA.

The Trustees, named on page 1, served throughout the period of the accounts. One-third of the Trustees are required to retire from office at each Annual General Meeting, and appointments or re-appointments of persons as Trustees shall be confirmed by ordinary resolution of the association on the recommendation of the Trustees.

The objects of the Company are to further the interests of residents, businesses and visitors to the Upper Dales of North Yorkshire and to establish and operate an Upper Wensleydale Community Office. The powers available to the Company to further these objects include, amongst others, the right to acquire, alter, improve or dispose of property and to raise funds and invite and receive contributions, including applications for grants from various other authorities and charities. Also, to establish support or cooperate with charities or other bodies operating in furtherance of the objects or similar purpose.

The Trustees administer the Company without fees or remuneration except in so far as any Trustee is instructed by the Company to act in the capacity of their normal course of business.

The Company continued to receive funding under the service agreements with the following organisations:

- Richmondshire District Council
- Upper Wensleydale Business & Tourism Association
- North Yorkshire Police
- Business Link for York and North Yorkshire
- The Settle and Carlisle Railway Business Liaison Group
- Hawes Market House Trustees

It has also received further amounts under grants from:

- European Regional Development (Objective 2 Priority 3)
- Single Regeneration Budget, which is administered by North Yorkshire County Council
- The Countryside Agency (Vital Villages Scheme)

In addition some residual funding has been received in arrears under the RDG/Leader II scheme.

The grant funding, referred to above, has been agreed for the service provision period December 2001 to March 2004. While funding associated with service level agreements is received in the form of annual or half yearly payment, certain grant funding is only received in arrears of actual expenditure. In addition such grant funding may also include elements relating to capital expenditure, resulting in funding not being received evenly over the life of the grants. Where appropriate, prepaid service income has been deferred to be released over the life of the agreements concerned. In addition, where grant income has been received in support of capital expenditure amounts have been deferred to be released over the expected life of the assets concerned.

It is anticipated that the apparent accumulated surplus achieved will be fully utilised in the period to the end of the Service Provision and Grant cycle in March 2004.

THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

REPORT FOR THE PERIOD ENDED 31ST MARCH 2003

REPORT OF THE TRUSTEES (Continued) ...

The Company continues to provide a service to the businesses, residents and visitors in the local area, in particular acting as an information centre, meeting room, and offers bill paying facilities. The Company also makes the facilities of the office available to the Upper Wensleydale Business and Tourism Association and other organisations.

Significantly increased funding has been received during the period of the accounts which has enabled the Company to offer considerable support to the local community in the period of recovery from the effects of the outbreak of Foot & Mouth in the local area in 2001. Funding has also been received to enable the extension of the Partnership's presence to some of the neighbouring villages in Upper Wensleydale under the Outreach scheme and to deliver a project development service to support local regeneration initiatives.

The Company continues to work closely with the various local authorities and councils, and maintains contact with various other local and national agencies appropriate to facilities either obtained or proposed.

The substantial increase in the Partnership's activities as agreed by the Funding Bodies has resulted in some reorganisation in the Company office. These have resulted in improvements to systems in particular the provision of computer and bookkeeping support.

.....P. Annison..... Dr P Annison, Chairman

.....17<sup>th</sup> July 2003..... Date

On Behalf of the Trustees

THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

UPPER WENSLEYDALE COMMUNITY OFFICE, THE NEUKIN, MARKET PLACE, HAWES,  
NORTH YORKSHIRE

BALANCE SHEET AS AT 31ST MARCH 2003

	<u>2003</u>	<u>2002</u>
FIXED ASSETS - Note 2		
Equipment	13394	14306
OTHER ASSETS		
Debtors and Prepaid Expenses	1205	325
Bank Balances: Current Account	667	4013
Deposit Accounts	17412	24
Paypoint Account	452	758
Cash in Hand	134	52
	<u>19870</u>	<u>5172</u>
	33264	19478
LESS LIABILITIES		
Creditors and Deferred Income	<u>22764</u>	<u>13069</u>
NET ASSETS AS AT 31ST MARCH 2003	<u>£10500</u>	<u>£6409</u>
REPRESENTED BY - See Note 7		
General Reserve	<u>10500</u>	<u>6409</u>
	<u>£10500</u>	<u>£6409</u>

For the period ended 31st March 2003 the Trustees consider the Company was entitled to claim exemption from formal audit as conferred in subsection 1 of Section 249A of the Companies Act 1985. No notice has been deposited under subsection 2 of Section 249B in relation to its accounts for the period. The Trustees acknowledged the responsibility for ensuring the Company keeps accounting records which comply with Section 221 of the Act and for preparing accounts which give a true and fair view of the surplus or deficit for the period in accordance with the requirement of Section 226 of the Act, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the Company.

The accounts on pages 6-10 were approved and signed by

P. Annison

Dr P Annison, Chairman

17th July 2003

Date



THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

UPPER WENSLEYDALE COMMUNITY OFFICE, THE NEUKIN, MARKET PLACE, HAWES,  
NORTH YORKSHIRE

INCOME AND EXPENDITURE ACCOUNT: YEAR ENDED 31ST MARCH 2003

	<u>2003</u>	<u>2002</u>
INCOME		
General Receipts - Note 3	19410	19882
Interest Received	64	40
	<u>19474</u>	<u>19922</u>
ADD Grants and Funding Received - Note 4	<u>79794</u>	<u>38244</u>
	99268	58166
LESS EXPENDITURE		
Staff Costs - Note 10	68981	40523
Premises Expenses - Note 5	9568	6677
General and Administrative Expenses - Note 6	11764	6116
Depreciation of Equipment - Note 2	<u>4864</u>	<u>3435</u>
	<u>95177</u>	<u>56751</u>
NET SURPLUS FOR THE YEAR	<u><u>£4091</u></u>	<u><u>£1415</u></u>

The Notes on pages 8-10 are to be read in conjunction with these accounts.

Movements on Reserves are shown at Note 7.

There are no recognised gains or losses in either 2002/03 or 2001/02 other than the results for the year.

THE UPPER WENSLEYDALE COMMUNITY PARTNERSHIP (UWCP) LTD

UPPER WENSLEYDALE COMMUNITY OFFICE, THE NEUKIN, HAWES,  
NORTH YORKSHIRE

NOTES TO THE ACCOUNTS: PERIOD ENDED 31ST MARCH 2003

1) STATEMENT OF ACCOUNTING POLICIES

General

These accounts have been prepared under the historic cost convention and are in accordance with applicable accounting standards.

Depreciation

Depreciation is provided on equipment based on the estimated useful life of the assets and their anticipated residual value, and has been calculated at 25% of cost per annum. Depreciation in prior years has been determined with reference to reducing balances. However in view of the bulk of capital expenditure incurred being computer related, the Trustees consider the change of basis to reflect a shorter working life is appropriate.

Deferred Income

Where appropriate, monies received in advance for agreed service provision have been treated as income deferred to the relevant service period. Further, where grant funding has been received that includes elements to support the purchase of fixed assets, it is considered appropriate to defer grant income equivalent to such expenditure and release this deferred income over the useful life of the assets concerned.

2) FIXED ASSETS

	<u>Equipment, Fixtures And Fittings</u>	<u>Premises Refurbishment</u>	<u>Total</u>
COST			
Balance as at 31st March 2002	15500	4000	19500
Additions	3952	-	3952
Balance as at 31st March 2003	<u>£19452</u>	<u>£4000</u>	<u>£23452</u>
DEPRECIATION			
Accumulated Depreciation at 31st March 2002	5194	-	5194
Charge for the Year	4864	-	4864
Balance as at 31st March 2003	<u>£10058</u>	<u>-</u>	<u>£10058</u>
NET BOOK VALUE At 31st March 2002	<u>£10306</u>	<u>£4000</u>	<u>£14306</u>
At 31st March 2003	<u>£9394</u>	<u>£4000</u>	<u>£13394</u>

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UPPER WENSLEYDALE COMMUNITY OFFICE, THE NEUKIN, MARKET PLACE, HAWES,  
NORTH YORKSHIRE

NOTES TO THE ACCOUNTS: 31ST MARCH 2003 Continued ...

	<u>2003</u>	<u>2002</u>
3) GENERAL RECEIPTS		
Project Income	1663	2025
Room Hire and Income from Service Agreements	16361	15907
Secretarial Services, Photocopying & Internet Access Charges	1132	1645
Other Sundry Receipts	68	106
Paypoint Commissions	186	199
	<u>£19410</u>	<u>£19882</u>
4) GRANTS AND FUNDING RECEIVED		
European Regional Development Fund - Objective II	50168	1805
Rural Development Grant/Yorkshire Forward - Leader II	3054	6810
Other Grants and Donations	780	54
Yorkshire Forward Foot & Mouth Regeneration Project	-	5013
Hilco Europe Foot & Mouth Regeneration	-	6102
Barclays Bank Plc Foot & Mouth Regeneration	-	10000
Countryside Agency, Vital Villages Scheme	10938	3125
North Yorkshire Single Regeneration Budget	21499	5335
Net (Deferment)/Release of Grants Supporting Capital Expenditure	(6645)	-
	<u>£79794</u>	<u>£38244</u>
5) PREMISES EXPENSES		
Rent	8320	5590
Water	67	91
Electricity	1181	996
	<u>£9568</u>	<u>£6677</u>
6) GENERAL AND ADMINISTRATIVE EXPENSES		
Telephone	2347	1308
Stationery and Books	705	1070
Postage	485	226
Secretarial Services and Project Production Expenses	914	594
Insurances	351	304
Repairs, Maintenance and Cleaning Supplies	1077	670
Computer Maintenance and Software Licences	1941	-
Advertising	486	408
Legal and Professional Fees	1262	613
Staff Training and Related Expenses	758	176
Travel and Subsistence	1214	391
Sundry Expenses	45	123
Bank Charges and Interest	179	233
	<u>£11764</u>	<u>£6116</u>

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THE UPPER WENSLEYDALE COMMUNITY OFFICE, THE NEUKIN, MARKET PLACE,  
HAWES, NORTH YORKSHIRE

NOTES TO THE ACCOUNTS: 31ST MARCH 2003 Continued ...

7) MOVEMENT ON RESERVES

	<u>General</u> <u>Reserve</u>	<u>General</u> <u>Reserve</u>
Balances Brought Forward	6409	4994
Net Surplus of Income Over Expenditure for the Period	4091	1415
Funds and Reserves Carried Forward	<u>£10500</u>	<u>£6409</u>

8) TRUSTEES REMUNERATION AND EXPENSES

No members of the board nor any person connected with them has received or is due to receive any remuneration from the Company for the year in their capacity as a member of the board, nor has any *reimbursement of expenses, other than those incurred specifically on company business*, been made to any such person.

However, in accordance with the Articles of Association of the Company, the Company has transacted business with members of the board or related persons in the normal course of the profession or business of such persons.

9) ACCRUALS AND PREPAYMENTS

Accruals have been made for expenses incurred before the accounting date, but where settlement has not been made, or for such expenditure as incurred after the accounting date but which is specific to the period prior to that date. No expenditure on major items outside the normal activities of the Company has been agreed or incurred since the accounting date. Credit has not been taken for income pledged or otherwise receivable that has not been received at the accounting date.

10) PARTICULARS OF STAFF

The Company has employed various numbers of staff during the year, the maximum number employed at any time being four full time and two part time staff. In addition, work has been undertaken on a voluntary basis by members of the board and other persons.

	<u>2003</u>	<u>2002</u>
<u>Staff Costs</u>		
Wages and Salaries	64369	38051
Social Security Costs	4612	2472
	<u>£68981</u>	<u>£40523</u>

The Company does not operate a pension scheme. Facilities are available for staff members to contribute to a stakeholder personal pension scheme, should they so wish.