

" AMENDING "

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Financial Statements**

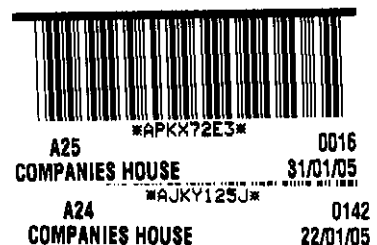
**for the year ended 31 March 2004**

**Registration Number: 3674953**

**Charity Number 1088934**

**Haines Watts  
Chartered Accountants**

**Port Talbot**



**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Reports and Financial Statements  
For the Year Ended 31 March 2004**

**Contents**

**Page**

Company information	2
Directors' report	3 – 8
Directors' responsibilities	7 - 8
Independent auditors' report	9 - 10
Statement of financial activities	11 - 12
Income and expenditure account	13
Balance sheet	14
Notes to the financial statements	15 – 19

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)  
31 March 2004**

**Company Information**

Incorporation in England and Wales on 27 November 1998.

Company Number	3674953
Charity Number	1088934
Directors	<div>Colin J Crowley</div> <div>Pamela J Thomas</div> <div>Mary J Oxley (resigned 5 November 2003)</div> <div>Gareth Roberts</div> <div>David T Davies</div> <div>Edward Cumming</div> <div>Avril Harris</div> <div>Roger Itzstien</div> <div>Jan Britton (resigned 2 October 2003)</div> <div>Marcus Johnathan Hopkins (resigned 16 June 2003)</div> <div>Mel Cooper (appointed 23 September 2003)</div> <div>Michael Gilbert (appointed 2 October 2003 resigned 25 February 2004)</div> <div>Leonard Lawrence (appointed 23 September 2003)</div> <div>Alexander Simon Milnes (appointed 29 September 2003)</div> <div>Rhodri Harris Phillips (appointed 23 September 2003)</div>
Secretary	Ian D Isaac
Registered Office	<div>Sustainable Development Centre</div> <div>Bevin Avenue</div> <div>Sandfields</div> <div>Port Talbot</div> <div>SA12 6JW</div>
Independent Auditors	<div>Haines Watts</div> <div>Aberafan House</div> <div>Aberafan Centre</div> <div>Port Talbot</div> <div>SA13 1BU</div>
Bankers	<div>Lloyds TSB Bank Plc</div> <div>115 Station Road</div> <div>Port Talbot</div>
Solicitors	<div>Morgan Cole</div> <div>Princess House</div> <div>Princess Way</div> <div>Swansea</div> <div>SA1 3LJ</div>

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Directors' Report  
for year ended 31 March 2004**

The directors present their report and the audited financial statements for the year ended 31 March 2004.

The company is limited by guarantee and, as such, has no shareholders.

**Principal Activity**

The principal activity of the company is the regeneration of the local area through communications and activities with residents.

**Company Members**

The liability of the members is limited to £10 each.

**Charitable Status**

The company became a registered charity on 16 October 2001.

**Investment**

Under the Memorandum and Articles of Association, the charity has the power to make any investment which it sees fit.

**Reserves**

In order to maintain regular income to cover running expenditure and provide opportunities for development, the charity's policy is to maintain reserves approximately equal to six months expenditure.

**Review of Activities**

The year began with the Board taking a difficult decision to appoint an Acting Executive Director to continue with the work of the organisation during the period of absence of Ian Isaac who was taken seriously ill at the beginning of the year. Ian returned to work in June after a period of convalescence. Phil Southard who was seconded by the New Learning Network is thanked for his contribution between April and June and for assisting with Ian's return to work.

Following on from the Board's Time Out days in 2002/03 the work with Insight Consultants resulted in the publication of a Comprehensive Strategy for New Sandfields that had involved many stakeholders: The Board, Staff, Members and organisations that New Sandfields work with on a day to day basis. A successful strategy action planning day was held in the Seaside Social and Labour club with Insight Consultants. The strategic intent of the organisation is to develop Employment and Training opportunities accessible to and meeting the needs of those difficult to reach and who are for one reason or another socially excluded or at risk of being excluded from education, work and training opportunities.

**Staff deployments and recruitment**

In view of demands on the organisation in terms of its capacity to both manage the Communities First programme in the largest Communities First Partnership in Wales and its need to manage project service expansion a number of deployments became necessary. The Trainee Administrator was seconded to work in the Bevin Avenue Centre as Temporary Centre Manager which serviced the New Sandfields Core Staff and Communities First Staff. The Communities First eventually numbered 6 staff during the year. New Sandfields continued to provide reception and additional administrative support for Communities First activities throughout the year.

The New Sandfields Administrator was transferred to be a Finance Officer, a new post created to deal with the increase in volume of financial transactions within the organisation.

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Directors' Report  
for year ended 31 March 2004  
(continued)**

Jason Matthews, Centre Development Manager was seconded from Bevin Avenue to develop the Local Action Centre (LAC) which opened in January 2004 (see below for LAC activities).

Two members of staff working in the Communities First team decided to resign to take up other posts. In addition to the above secondments and in accordance with the recruitment policies of the organisation, the following deployments and appointments were made:

Business Manager - Margaret Middleton

Projects Development Officer - Richard Thomas

Finance Officer - Beth Harding

Community Development Officer with responsibility for Employment and Learning developments - Mal Emerson

Local Action Centre Administrator - Wendy Oglesby

Local Action Centre Manager - Jason Matthews

Finance Officer - Paula Wintle April - September 2003, Temporary Centre Manager October 2003 to end March 2004

Sarah Mainwaring was promoted from Trainee Community Development Officer to a full time Development Officer's post with special responsibility for Health and Well Being and for Community Safety.

Paul Davies was recruited via the WEA to be a Unit 19 Workshop Tutor.

Louise Fredrick was engaged to continue as a trainee administrator following a trainee period of placement from SHAW Trust.

The composite parts of New Sandfields were consolidated during the year. These were:

**Unit 19 Training - Communities First - Local Action Centre - Bevin Avenue Development Centre**

**Unit 19 Training**

This community regeneration project provides training opportunities for socially disadvantaged residents and also local year 11 school students within the remit of the alternative Curriculum. The project consolidated its Partnership with the WEA. Justine Ball was replaced by Paul Davies by the WEA in October 2003. The Project opened up its workshop to Year 11 students in a pilot scheme that has proved extremely successful and Friday is a popular day at the project with most school students improving their school attendance and all achieving the OCN qualifications on offer. Plans for the future expansion of the project were agreed with the Board who decided to aim for the lease of an additional Unit to cater for planned expansions in the project. Richard Thomas drafted a Business plan which incorporated the expansion plans. The introduction of key skills into the workshop practices resulted in Unit 19 developing a reputation for innovative training. Its model of training practice has become a cause celebre and it now has a waiting list of people wanting to participate in its activities.

**Communities First**

New Sandfields continued to recruit staff to carry out community development activities under the six communities first themes. These activities were carried out by New Sandfields under a service level agreement signed by the Communities First Partnership which comprises representatives from the

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Directors' Report  
for year ended 31 March 2004  
(continued)**

community, New Sandfields members, local authority, local health board, Police, Voluntary sector and others. Towards the end of the year a Vision statement was agreed by the Partnership, New Sandfields Board and all Senior Staff. This set out an integrated approach to the delivery of a Community Development Programme leading towards the implementation of a Capacity Building plan and a Community Action plan (now to be referred to as a Neighbourhood plan for Sandfields).

The Plan will identify new and innovative projects resulting from the evidence of need and the consultations with the residents. The existing community projects run by New Sandfields including the Local Action Centre, Unit 19 Training and Bevin Avenue will be central to the community regeneration and plans to tackle social exclusion in Sandfields. Dependant on the evidence of need other community groups will be encouraged to participate. The Board will place significant emphasis on progress towards capacity building and creation of the Neighbourhood plan for Sandfields in the coming year. Systems will be put in place to ensure effective deployment of Communities First staff towards agreed work plans.

The policy of the Board remains clear in respect of the existence of the Communities First programme and Partnership. It sees the Partnership and New Sandfields working in an integrated way to achieve a ten year Neighbourhood plan for Sandfields based on community need. It is opposed to any suggestions that might involve the creation of a separate community development or community regeneration organisation incorporated to deliver community development and services in the not for profit voluntary sector in Sandfields.

The aims of New Sandfields as articulated in its Memorandum and Articles of Association are essentially the same as those adopted by the Welsh Assembly Government as expressed through the six Communities First social inclusion themes:

Employment and Training, Jobs and Business, Health and Well Being, Community Safety, Environment and Active Communities.

From the beginning of the year New Sandfields dissolved its Community Working Parties in favour of encouraging its members and other partner organisations to become involved in the Communities First themed sub-groups which in the main have expanded through the year and consolidated a number of new project ideas. As well as the six themes Communities First staff now service sub-groups in Transport, Youth and Elderly which is a vindication of the original perspectives of New Sandfields to have community working groups involving residents and those working in these particular themed areas of community development and regeneration.

Preparations were made by the Executive Director in conjunction with the Communities First partnership and Co-ordinator to apply for continuation funding for 2004-2006. An expanded team of community development workers and support staff will tackle the above issues over the ensuing two year period. Planning for Real exercises will take place and the profile of Communities First will be enhanced alongside that of New Sandfields and all those groups who were successful in obtaining Communities First Trust fund monies. A total of £135,513 was awarded to 37 groups and projects who received 44 awards in Sandfields East and West during 2003/04. This was but one small reflection of the Communities First staff activities during the year.

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Directors' Report  
for year ended 31 March 2004  
(continued)**

**New Sandfields - Local Action Centre**

A partnership with the New Learning Network was created. This took place after a year of negotiations and development the LAC project took possession of the front of the Afan Lido formerly known as the Aqua Diner or Burger bar. Jason Matthews was successful in negotiating a grant to completely replace the façade of the building which became an extremely successful one stop shop for adults who wished to return to learning and receive support and advice from partner organisations working in the social inclusion or disabilities fields.

When opened in March 2004 the space had been completely renovated and converted into an open plan learning and advice centre by voluntary efforts involving Unit 19 trainees laying a completely new floor and building a reception area to rival any public reception area in offices or hotels. This was an example of community project collaboration adding value to each others project for the benefit of those who use the project.

**The Bevin Avenue Development Centre.**

The Centre continued to host the Communities First staff team and an increased New Sandfields core staff team. A new Strategy was agreed during Phil Southard's period as Acting Executive Director to focus towards young people as well as maintaining support for general community activities. To this end New Sandfields developed a working relationship with the New Opportunities Funded Kids and Youth Activities Centre (KYAC). In July a Multi Use Games Area (MUGA) was completed which was the result of a successful application for £79,000 via the Local Authority from Welsh Assembly Funding. (Also under a separate application made by the Local Authority £80,000 was spent on Victoria and Western Avenue Parks for new rubberised surfaces and improvements to children's play areas).

The KYAC scheme exists alongside other youth initiatives such as the Youth Inclusion programme (YIP) and SPLASH school holiday activities run in conjunction with the NPTCBC Youth Service. New Sandfields now manage the KYAC scheme via an understanding with the New Opportunities Fund.

**New Management Structures introduced**

With the return of the Executive Director a programme of organisational development began which incorporated the introduction of a range of new organisational and employment policies which included:

Finance authorities and procedures manuals, Equal Opportunities, Disciplinary and Grievance policies, Use of PCs, Redundancy policy, recruitment policy, Code of Professional conduct, Absence procedure and a new TOIL policy which made a clear distinction between Time off in lieu and flexible hours policies prevalent in the civil service which are completely different in concept and implementation.

All appropriate staff were issued with new contracts of employment which incorporated necessary inclusions of up to date employment law. We acknowledge the assistance of the NPTCVS for the advice provided by their Human Resource Manager.

The need to engage and consult with staff to introduce these changes was an important consideration. This was necessary to clear up any residual misunderstandings about the role of New Sandfields in its community development and regeneration work since the advent of the Communities First programme. The Board of Directors were clear that New Sandfields project staff and Communities First staff were all part of one entity developing and delivering community services for the benefit of the residents in Sandfields East and

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Directors' Report  
for year ended 31 March 2004  
(continued)**

Sandfields West.

The Finance department was consolidated with the assistance of Beth Harding and new financial systems put in place to monitor expenditure and maximise income potentials.

**Area of benefit and operation of the Charity**

In February 2004 New Sandfields Board embarked on an ambitious plan to work in conjunction with Aberafan Councillors and others with a view to exploring how we may work together for the benefit of the residents of Sandfields and the residents of Aberafan. New Sandfields and the Communities First Team has supported the work of Neil Firth NRA Development Manager from the Local Authority and his team in the planning towards Neighbourhood Renewal Area status for parts of Sandfields East. This will also involve parts of Aberafan. A decision will be reached on the area of benefit and operation in the AGM on the 29<sup>th</sup> September 2004. Any changes to the Memorandum of Articles as a consequence of these decisions and future collaborations will be decided at the AGM.

**Directors**

The directors who served during the year were as follows:-

Colin J Crowley  
Pamela J Thomas  
Mary J Oxley (resigned 5 November 2003)  
Gareth Roberts  
David T Davies  
Edward Cumming  
Avril Harris  
Roger Itzstein  
Jan Britton (resigned 2 October 2003)  
Marcus Johnathan Hopkins (resigned 16 June 2003)  
Mel Cooper (appointed 23 September 2003)  
Michael Gilbert (appointed 2 October 2003 resigned 25 February 2004)  
Leonard Lawrence (appointed 23 September 2003)  
Alexander Simon Milnes (appointed 29 September 2003)  
Rhodri Harris Phillips (appointed 23 September 2003)

**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 the affairs of the company and of the profit or loss of the company for that year. In preparing these the directors are required to:

- select suitable accounting policies and 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.




**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Directors' Report  
for year ended 31 March 2004  
(continued)**

The directors are responsible for keeping proper accounting records which disclose the 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.

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

This report was approved by the Board on 29 September 2004 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'Ian D Isaac', written over a horizontal line.

Ian D Isaac  
Secretary

Sustainable Development Centre  
Bevin Avenue  
Sandfields  
Port Talbot  
SA12 6JW

## **Report of the Independent Auditors to the Members of**

### **New Sandfields Sustainable Regeneration (Limited by Guarantee)**

We have audited the financial statements of New Sandfields Sustainable Regeneration for the year ended 31 March 2004 on pages ten to nineteen. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' 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 and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of directors and auditors**

As described on page seven the company's directors are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

#### **Basis of audit opinion**

We conducted our audit in accordance with United Kingdom 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 trustees 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.

**Report of the Independent Auditors to the Members of**  
**New Sandfields Sustainable Regeneration**  
**(Limited by Guarantee)**

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs at 31 March 2004 and give a true and fair view of its incoming resources and application of resources, including its receipts and payments, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

*Haines Watts*

Haines Watts  
Chartered Accountants  
Registered Auditors  
Aberafan House  
Aberafan Centre  
Port Talbot  
SA13 1BU

Date: 29 September 2004

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Statement of Financial Activities  
(including Income and Expenditure Account)  
for the year ended 31 March 2004**

	Unrestricted £	Restricted £	Total 2004 £	Total 2003 £
<b>Incoming Resources</b>				
<b>Grant Income</b>				
Community Fund (formerly National Lottery Charities Board)	-	28,591	28,591	56,098
CRF (Neath Port Talbot CBC)	-	28,673	28,673	18,727
WDA	-	15,000	15,000	-
Comic Relief	-	3,950	3,950	-
WCVA	-	21,906	21,906	-
NLN (ESF Claim)	-	19,518	19,518	-
National Assembly for Wales -- Communities First	-	200,099	200,099	142,298
CVS LRF	-	17,483	17,483	24,485
BP Llandarcy	-	-	-	24,000
Lloyds TSB Foundation	-	-	-	4,987
CED	-	-	-	3,538
Princes Trust	-	-	-	2,608
JCP	-	-	-	2,380
PC Care	-	-	-	1,161
Various other grants under £1,000	<u>800</u>	<u>-</u>	<u>800</u>	<u>1,650</u>
	800	335,220	336,020	281,932
 YIP	 -	 -	 -	 1,319
Function, hire fees and incidental charges	36,842	-	36,842	898
Sales income	12,631	-	12,631	5,208
Management charges	21,540	-	21,540	19,054
Sundry income	<u>370</u>	<u>-</u>	<u>370</u>	<u>8,434</u>
	<u>72,183</u>	<u>335,220</u>	<u>407,403</u>	<u>316,845</u>
<b>Resources expended</b>				
Direct charitable expenditure	38,060	319,906	357,966	145,545
Management and administration of the charity	<u>4,654</u>	<u>92,616</u>	<u>97,270</u>	<u>72,675</u>
	<u>42,714</u>	<u>412,522</u>	<u>455,236</u>	<u>218,220</u>
 <b>Operating surplus/(deficit)</b>	 29,469	 (77,302)	 (47,833)	 98,625
 <b>Other income and expenses</b>				
<b>Interest receivable</b>				
Bank deposit interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 <b>Net surplus/(deficit) for the year</b>	 29,469	 (77,302)	 (47,833)	 98,625
 <b>Fund balances</b>				
Brought forward at 1 April 2003	<u>3,826</u>	<u>85,673</u>	<u>89,499</u>	<u>(9,126)</u>
Carried forward at 31 March 2004	<u>33,295</u>	<u>8,371</u>	<u>41,666</u>	<u>89,499</u>

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Statement of Financial Activities  
(including Income and Expenditure Account)  
for the year ended 31 March 2004**

	Unrestricted £	Restricted £	Total 2004 £	Total 2003 £
<b>Direct charitable expenditure</b>				
Wages and salaries	2,100	184,033	186,133	62,680
Staff pension costs	-	17,265	17,265	7,498
Rates	640	-	640	284
Insurance	-	6,525	6,525	1,494
Beach festival costs	-	1,686	1,686	2,284
Security	-	2,386	2,386	939
Light and heat	1,320	3,500	4,820	4,266
Cleaning	1,251	1,135	2,386	2,475
Repairs and maintenance	9,271	13,210	22,481	18,749
Printing, postage and stationery	2,301	2,822	5,123	4,816
Advertising	-	1,168	1,168	1,532
Making Waves	-	6,937	6,937	6,124
Office and ICT equipment	-	16,188	16,188	8,736
Telephone	3,057	10,040	13,097	3,025
Functions and meetings	3,736	-	3,736	1,354
Hire of equipment	122	-	122	262
Motor expenses	-	1,046	1,046	639
Travelling and entertainment	-	1,682	1,682	1,188
Leases	-	26,058	26,058	3,738
Training and expenses	1,000	2,954	3,954	1,630
General expenses	9,911	12,786	22,697	4,436
Recruitment costs	-	5,256	5,256	1,948
Depreciation on fixtures fittings & equipment	2,313	3,229	5,542	3,514
Depreciation on motor vehicles	114	-	114	152
Purchases	924	-	924	1,782
	<u>38,060</u>	<u>319,906</u>	<u>357,966</u>	<u>145,545</u>
<b>Management and administration of the charity</b>				
Wages and salaries	3,000	51,272	54,272	43,500
Consultancy fees	-	10,354	10,354	2,228
Accountancy	1,129	6,450	7,579	4,956
Audit	525	3,000	3,525	2,937
Bank charges	-	-	-	-
Bank interest	-	-	-	-
Management charges	-	21,540	21,540	19,054
	<u>4,654</u>	<u>92,616</u>	<u>97,270</u>	<u>72,675</u>

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Income and Expenditure Account  
for year ended 31 March 2004**

	Notes	2004 £	2003 £
<b>Income</b>			
Grants receivable	2	336,020	281,932
YIP		-	1,319
Sales		12,631	5,208
Function, hire fees and incidental charges		36,842	898
Management charges		21,540	19,054
Sundry income		<u>370</u>	<u>8,434</u>
		407,403	316,845
 Direct charitable expenditure		 357,966	 145,545
Management and administration of the charity		<u>97,270</u>	<u>72,675</u>
		455,236	218,220
 <b>Operating surplus/(deficit)</b>	 3	 (47,833)	 98,625
Interest receivable		<u>-</u>	<u>-</u>
<b>Surplus on ordinary activities before taxation</b>		(47,833)	98,625
 Taxation		 <u>-</u>	 <u>-</u>
<b>(Deficit)/Retained surplus for the year</b>		(47,833)	98,625
 Surplus/(Deficit) brought forward		 <u>89,499</u>	 <u>( 9,126)</u>
Surplus carried forward		<u>41,666</u>	<u>89,499</u>

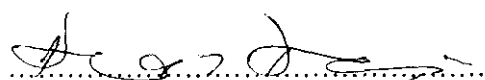
**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Balance Sheet  
for year ended 31 March 2004**

	Notes	2004 £	2003 £
<b>Fixed Assets</b>			
Tangible assets	5	12,800	18,456
<b>Current Assets</b>			
Debtors	6	10,278	68,347
Cash at bank and in hand		<u>108,634</u>	<u>48,536</u>
		118,912	116,883
<b>Creditors: amounts falling due within one year</b>	7	<u>(90,046)</u>	<u>(45,840)</u>
<b>Net Current Assets / (Liabilities)</b>		<u>28,866</u>	<u>71,043</u>
<b>Net Assets / (Liabilities)</b>		<u>41,666</u>	<u>89,499</u>
<b>Capital and Reserves</b>			
Restricted fund	8	8,371	85,673
Unrestricted fund		<u>33,295</u>	<u>3,826</u>
		<u>41,666</u>	<u>89,499</u>

These financial statements are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The financial statements on pages 11 to 19 were approved by the Council of Management on 29 September 2004 and were signed on its behalf by:



David T Davies  
Director

The notes on pages 15 to 19 form an integral part of these financial statements

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2004**

**1 Accounting Policies**

**1.1 Company Status**

The company is limited by guarantee and has no issued share capital. The liability of its members shall not exceed £10.

**1.2 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) and in accordance with applicable accounting standards and the Charities Accounting Statement of Recommended Practice (SORP).

**1.3 Income**

Income represents the amounts receivable during the year.

**1.4 Tangible fixed assets and depreciation**

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Motor vehicles	25% reducing balance
Fixtures, fittings and equipment	25% straight line

**1.5 Leases**

Rentals paid under operating leases are charged to income as incurred.

**1.6 Pensions**

The pension costs charged in the financial statements represent the contribution payable by the company during the year under a defined contribution scheme. The contributions are charged to the profit and loss account as incurred.

**1.7 Grants receivable**

Capital grants received to fund the purchase of fixed assets are held in a restricted fund and release to the Income and Expenditure Account over the life of the assets to which they relate.

Grants of a revenue nature are credited direct to the Income and Expenditure Account in the period to which they relate.

**1.8 Irrecoverable VAT**

Irrecoverable VAT is included in the item to which it relates.



**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2004**

**2 Grants receivable**

	<b>2004</b>	<b>2003</b>
	£	£
Community Fund (formerly National Lottery Charities Board)	28,591	56,098
CRF (Neath Port Talbot CBC)	28,673	18,727
WDA	15,000	-
Comic Relief	3,950	-
WCVA	21,906	-
NLN (ESF Claim)	19,518	-
National Assembly for Wales – Communities First	200,099	142,298
CVS LRF	17,483	24,485
BP Llandarcy	-	24,000
Lloyds TSB Foundation	-	4,987
CED	-	3,538
Princes Trust	-	2,608
JCP	-	2,380
PC Care	-	1,161
Various other grants under £1,000	800	1,650
	<u>336,020</u>	<u>281,932</u>

**3 Operating surplus /(deficit)**

	<b>2004</b>	<b>2003</b>
	£	£
Operating surplus/(deficit) is stated after charging:		
Depreciation of tangible fixed assets: owned assets	5,656	3,666
Operating lease rental	5,258	4,704
Non audit fee	7579	4,956
Auditors remuneration	<u>3,525</u>	<u>2,937</u>

**4 Directors and employees**

	<b>2004</b>	<b>2003</b>
	£	£
Staff costs:		
Wages and salaries	220,370	96,093
Social security costs	20,035	10,087
Pension costs	<u>17,265</u>	<u>7,498</u>
	<u>257,670</u>	<u>113,678</u>

The company operated a defined contribution pension scheme in respect of its employees. The scheme and its assets were held by independent managers. The pension charge represented contributions due from the company and amounted to £17,265 (2003 - £7,498).

No director was paid or expenses reimbursed during the year ending 31 March 2004 or 31 March 2003.

	<b>Number</b>	<b>Number</b>
Average number of full time equivalent employees	<u>19</u>	<u>12</u>

No employee earned £50,000 per annum or more.

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2004**

**5 Tangible Fixed Assets**

	Motor vehicles £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>			
At 1 April 2003	1,081	22,169	23,250
Additions	-	-	-
At 31 March 2004	<u>1,081</u>	<u>22,169</u>	<u>23,250</u>
<b>Depreciation</b>			
At 1 April 2003	625	4,169	4,794
Charge for the year	<u>114</u>	<u>5,542</u>	<u>5,656</u>
At 31 March 2004	<u>739</u>	<u>9,711</u>	<u>10,450</u>
<b>Net Book Value</b>			
At 31 March 2004	<u>342</u>	<u>12,458</u>	<u>12,800</u>
At 31 March 2003	<u>456</u>	<u>18,000</u>	<u>18,456</u>

**6 Debtors**

	2004 £	2003 £
Trade debtors	8,585	66,719
Prepayments and accrued income	<u>1,693</u>	<u>1,628</u>
	<u>10,278</u>	<u>68,347</u>

**7 Creditors: amounts falling due  
within one year**

	2004 £	2003 £
Corporation tax	54	54
Accruals and deferred income	<u>89,992</u>	<u>45,786</u>
	<u>90,046</u>	<u>45,840</u>

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2004**

**8 Restricted funds**

	Opening balance £	Movements in resources Income £	Outgoing £	Closing balance £
Community Fund	-	28,591	28,591	-
CRF (Neath Port Talbot CBC)	3,491	28,673	31,586	578
CED (Neath Port Talbot CBC)	2,654	-	2,654	-
WDA	-	15,000	15,000	-
BP Llandarcy	7,858	-	7,858	-
Comic Relief	-	3,950	2,555	1,395
WCVA	-	21,906	21,906	-
NLN (ESF claim)	-	19,518	19,518	-
CVS LRF	-	17,483	17,483	-
National Assembly for Wales - Communities First	<u>71,670</u>	<u>200,099</u>	<u>265,371</u>	<u>6,398</u>
	<u>85,673</u>	<u>335,220</u>	<u>412,522</u>	<u>8,371</u>

Community Fund is for core salaries for the Executive Director and administrator, the Making Waves magazine and training costs.

The Community Regeneration Fund (CRF) is a fund administered by NPTCBC for the Welsh Assembly Government. It was used for Bevin Avenue Centre Manager post and cyber café cover costs.

WDA is for core salaries for the Executive Director.

The BP Llandarcy funding is in respect of Work Opportunities Project at Unit 19 Endeavour Close. This represents a roll over figure from the previous year with the direct authority of BP Llandarcy for the use of Unit 19 in general project costs.

WCVA are an accumulation of small applications for various projects including the Beach Festival.

Council for Voluntary Service Local Regeneration Fund grant is in respect of the projects carried out at Unit 19, Endeavour Close.

CED (Neath and Port Talbot CBC) grant is a capital grant for improvements to Unit 19, Endeavour Close.

The National Assembly for Wales Communities First Funding is for the preparatory activities / services for New Sandfields carried out by the Communities first team.

The Comic Relief funding is for the utility costs at the Local Action Centre.

The New Learning Network (ESF Claim) funding is re-imbursement for salaries and other NLN related expenditure incurred at the Local Action Centre.

**New Sandfields Sustainable Regeneration  
(Limited by Guarantee)**

**Notes to the Financial Statements  
for the year ended 31 March 2004**

**9 Analysis of net assets between funds**

	<b>Tangible fixed assets</b>	<b>Net current assets</b>	<b>Total</b>
	£	£	£
<b>Restricted funds</b>			
Community fund	-	-	-
CVS LRF	-	-	-
BP Llandarcy	-	-	-
Princes Trust	-	-	-
Lloyds Foundation	-	-	-
CRF (Neath and Port Talbot CBC)	-	578	578
Comic Relief	-	1,395	1,395
National Assembly for Wales –Communities First	<u>5,754</u>	<u>644</u>	<u>6,398</u>
	5,754	2,617	8,371
<b>Unrestricted funds</b>			
	<u>-</u>	<u>33,295</u>	<u>33,295</u>
	<u><u>5,754</u></u>	<u><u>35,912</u></u>	<u><u>41,666</u></u>

**10 Financial Commitments**

Financial commitments under non-cancellable operating leases will result in the following payments falling due in the year to 31 March 2004:-

	<b>2004</b>	<b>2003</b>
	£	£
Expiring:		
In two to five years – plant	<u>1,916</u>	<u>836</u>
In two to five years – rent	<u>3,342</u>	<u>3,868</u>