

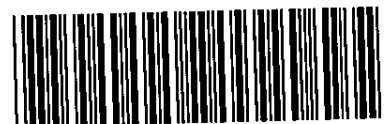
Register of Companies

**BUSINESS ENTERPRISE ADVICE AND TRAINING
(Limited by Guarantee)**

**TRUSTEES' REPORT AND
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED
31ST AUGUST 2008**

SATURDAY



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COMPANIES HOUSE

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REGISTERED COMPANY NUMBER: 01469352

REGISTERED CHARITY NUMBER: 1088282

BUSINESS ENTERPRISE ADVICE AND TRAINING
(Limited by Guarantee)

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BUSINESS ENTERPRISE ADVICE AND TRAINING
(Limited by Guarantee)

LEGAL AND ADMINISTRATIVE INFORMATION

Patron	Lord Ramsbotham GCB CBE
Trustees	Peter Runacres Stephen Alcock Brigadier David Wills Christine Vereker Eoin McLennan – Murray Max Walker
Secretary	Michael Allen
Registered Office	12 – 13 The Sainsbury Centre Guildford Road Chertsey Surrey KT17 9AG
Reporting Accountants	Hillyates, Chartered Accountants Hill House 27 Meadowford Newport Saffron Walden Essex CB11 3QL
Bankers	HSBC Bank plc 16 High Street Maidstone Kent ME14 1HX
Solicitors	Stone King 39 Cloth Fair London EC1A 7JQ

BUSINESS ENTERPRISE ADVICE AND TRAINING
(Limited by Guarantee)

TRUSTEES REPORT

The Trustees present their annual report and financial statements for the year ended 31st August 2008. This report also constitutes a Directors' report required by section 234 of the Companies Act 1985, as all Trustees, as Trustees of a charity company, are Directors. The Trustees confirm that the financial statements comply with all the other current statutory requirements, including the company's Memorandum and Articles of Association and the revised Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005).

STRUCTURE GOVERNANCE AND MANAGEMENT

Trustees

The Trustees who served during the year were as follows:

Peter Runacres (chair)
Stephen Alcock
Brigadier David Wills
Christine Vereker
Eoin McLennan – Murray
Max Walker

The Board of Trustees must comprise a minimum of three but no maximum is prescribed. One third of the Trustees retires annually and is eligible for re-election. This year the retiring members were re-elected.

Directors' responsibilities

Company law requires the Trustees, as Directors, to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure for that period. 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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 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.

Risk and risk management policy

Each funded project undertaken by the charity is subject to risk analysis. Insurance cover is obtained appropriate to the level of activity of the charity.

OBJECTIVES AND ACTIVITIES

For the relief of unemployment in such a manner as may be seen fit.

BUSINESS ENTERPRISE ADVICE AND TRAINING
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TRUSTEES REPORT

ACHIEVEMENTS AND PERFORMANCE

Our Patron Lord Ramsbotham, a former Chief Inspector of Prisons, continues to give the charity his support and advice and believes that the aims of the charity are even more important today in trying to bring down the high rate of recidivism in the general prison population and to this end the year has again been one of consolidation and retrenchment.

The change in the sentencing provisions brought about by new government policies, namely 'Early Release', has caused difficulties. One of the drawbacks of the scheme is the lack of continuity with our clients in prison and uncertainty in planning training courses due to the indeterminate lengths of stays in prison by individual prisoners. Another side effect of early release has been to place a heavier burden on the probation services who have called upon the charity to help those of their clients on probation and licence, to train for self-employment. However, the Probation Service, unlike HM Prisons, does not have the training facilities in the shape of classrooms or equipment to teach students. We are trying to overcome these problems with a minimum of disruption.

We will continue to work in some twenty to twenty five prisons in England and continue to fund our projects. To this end we will, in the coming financial year, launch a new fund raising campaign to procure funding to enable us to reach our full potential.

Michael Allen has continued to act as Chief Executive and Secretary of BEAT on a voluntary basis providing start-up advice with the help of other volunteers.

FINANCIAL REVIEW

The charity continues to rely on volunteer activity given the lack of available funding.

Reserves policy

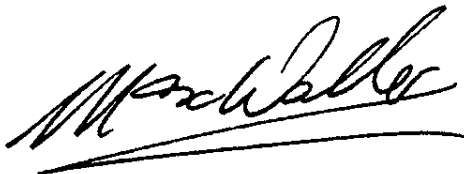
The Trustees believe the appropriate level of unrestricted reserves should be funds equivalent to approximately six months core funding, estimated at £25,000. Current negative unrestricted reserves are being financed by restricted reserves. The Trustees are taking steps to increase income in the form of a new fund raising campaign in 2009.

PLANS FOR THE FUTURE

We continue to seek new sources of funding in a difficult financial and political climate and it is hoped that our endeavours will be realised especially as we have received several sympathetic responses. Charity fundraising takes time to realise due to the long lead times required by fund givers.

Approved by the Trustees on 4th March 2009 and signed on its behalf by:

Max Walker
Trustee



BUSINESS ENTERPRISE ADVICE AND TRAINING
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**ACCOUNTANT'S REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF
BUSINESS ENTERPRISE ADVICE AND TRAINING (Limited by Guarantee)**

We report on the financial statements for the year ended 31st August 2008 on pages 5 to 10. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's Members, as a body, in accordance with Section 249 of the Companies Act 1985. Our work as Reporting Accountants has been undertaken so that we might state to the company's Members those matters we are required to state to them in an Accountant's 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 work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND REPORTING ACCOUNTANTS

As described on page 4 the company's Trustees (who are also directors of Business Enterprise Advice and Training for the purpose of company law) are responsible for the preparation of the financial statements, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

BASIS OF OPINION


Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedure consisted of comparing the financial statements with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

OPINION

In our opinion:

- a) the financial statements are in agreement with the accounting records kept by the company under s221 of the Companies Act 1985;
- b) having regard only to, and on the basis of, the information contained in those accounting records:
 - (i) the financial statements have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - (ii) the company satisfied the conditions for exemption from an audit of the financial statements for the year specified in section 249A(4) of the Act as modified by section 249A(5) and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1).

Hill House
27 Meadowford
Newport
Saffron Walden
Essex CB11 3QL
4th March 2009


Hillyates
Reporting Accountants

BUSINESS ENTERPRISE ADVICE AND TRAINING
(Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST AUGUST 2008
(Incorporating the Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2008 £	Total 2007 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	55	-	55	25,248
Investment income	3	25	-	25	30
Exceptional item – write back of accrued interest	4	-	-	-	13,033
		<u>80</u>	<u>-</u>	<u>80</u>	<u>38,311</u>
Total Incoming Resources		<u>80</u>	<u>-</u>	<u>80</u>	<u>38,311</u>
RESOURCES EXPENDED					
Charitable activities	5	653	-	653	1,152
Governance costs	6	227	-	227	352
Total resources expended		<u>880</u>	<u>-</u>	<u>880</u>	<u>1,504</u>
NET MOVEMENT IN FUNDS		<u>(800)</u>	<u>-</u>	<u>(800)</u>	<u>36,807</u>
Balances brought forward		<u>(38,851)</u>	<u>38,616</u>	<u>(235)</u>	<u>(37,042)</u>
BALANCES CARRIED FORWARD		<u>(39,651)</u>	<u>38,616</u>	<u>(1,035)</u>	<u>(235)</u>

- All transactions are derived from continuing activities.
- All recognised gains and losses are included in the Statement of Financial Activities.

The notes on pages 7 to 10 form part of these financial statements

BUSINESS ENTERPRISE ADVICE AND TRAINING
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BALANCE SHEET AS AT 31ST AUGUST 2008

	Notes	2008 £	2007 £
CURRENT ASSETS			
Debtors	10	-	270
Cash at bank and in hand		<u>793</u>	<u>1,365</u>
		793	1,635
CREDITORS: amounts falling due within one year	11	(1,828)	(1,870)
NET CURRENT LIABILITIES		<u>(1,035)</u>	<u>(235)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>(1,035)</u>	<u>(235)</u>
FUNDS			
Unrestricted funds		(39,651)	(38,851)
Restricted funds	12	<u>38,616</u>	<u>38,616</u>
TOTAL FUNDS		<u>(1,035)</u>	<u>(235)</u>

The company was entitled to exemptions from audit conferred by section 249A (1) Companies Act 1985 for the period ended 31st August 2008. No notice has been deposited from the Members requiring an audit under section 249B (2) in relation to these financial statements.

The Trustees acknowledge their responsibilities for:

- i) ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985, and
- ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit, in accordance with the requirements of Section 226, and which otherwise comply with the requirements of the Act relating to the financial statements, so far as applicable to the company.

These financial statements have been prepared taking advantage of the exemptions applicable to small companies contained in Part VII of the Companies Act 1985 and were approved by the Trustees on 4th March 2009.

Max Walker
Trustee



The notes on pages 7 to 10 form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared in accordance with the Statement of Recommended Practice, Accounting by Charities (SORP 2005), applicable Accounting Standards, the Companies Act 1985 (under the small charity exemption) and the historical cost convention.

Cash flow statement

The financial statements do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

Going concern

The Trustees reviewed the charity's financial position in January 2009 and its forecast income and expenditure for the next twelve months. On the basis of these forecasts and discussions with potential funders, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

Fund accounting

Unrestricted funds comprise accumulated surpluses and deficits on the general fund. They are available for use at the discretion of the Trustees in furtherance of the general charitable objects.

Restricted funds are funds subject to specific restrictions by the donors.

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Income from donations is included in incoming resources when these are receivable.
- Donated services and facilities are included as services in kind and are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.
- Interest is included on a receivable basis.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which can not be recovered.

- Costs of generating funds comprise those fundraising and public relations costs incurred by the charity in obtaining funding.
- Charitable activities comprise those costs incurred by the charity in the delivery of its activities. It is analysed between the major components of activity, including restricted fund expenditure, other direct costs and an allocation of salaries and support costs appropriate to the level of activity.
- Governance costs include those costs associated with meeting the statutory requirements of the charity and include those costs that can be directly allocated to the strategic management of the charity together with an allocation of salaries and support costs appropriate to the level of activity.

BUSINESS ENTERPRISE ADVICE AND TRAINING
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2008

2. VOLUNTARY INCOME

	Unrestricted Funds	Restricted Funds	Total 2008	Total 2007
	£	£	£	£
Grants and donations	55	-	55	25,248

3. INVESTMENT INCOME

	Unrestricted Funds	Restricted Funds	Total 2008	Total 2007
	£	£	£	£
Bank interest receivable	25	-	25	30

4. EXCEPTIONAL ITEM

A loan and accrued interest as at 31st August 2007 was treated as having been waived during the year ended 31st August 2007, with the loan being treated as a donation and the accrued interest as an exceptional credit in the financial statements for the year ended 31st August 2007.

5. RESOURCES EXPENDED – CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total 2008	Total 2007
	£	£	£	£
Other operating costs	588	-	588	1,076
Bank interest and charges	65	-	65	76
	653	-	653	1,152

6. RESOURCES EXPENDED – GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total 2008	Total 2007
	£	£	£	£
Directly allocated costs:				
Accountancy fees	227	-	227	352

7. STAFF COSTS

Due to the charity's current financial position there were no employees during the year (2007: none).

BUSINESS ENTERPRISE ADVICE AND TRAINING
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2008

8. TRUSTEE'S REMUNERATION AND REIMBURSED EXPENSES

None of the Trustees received remuneration during the year nor received reimbursement of any expenses (2007 – none and nil).

9. TAXATION

The company is a registered charity and is not liable to taxation under current UK legislation.

10. DEBTORS

	2008 £	2007 £
Other debtors	-	270

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2008 £	2007 £
Trustee loan	200	-
Other loans	930	930
Other creditors and accruals	698	940
	<u>1,828</u>	<u>1,870</u>

12. RESTRICTED FUNDS

	Balance at 1 st Sept 2007 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 st August 2008 £
East of England	32,921	-	-	-	32,921
London	5,695	-	-	-	5,695
	<u>38,616</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>38,616</u>

The East of England project supports offenders, ex-offenders and those at risk of offending in the East of England. Due to a lack of staff resources the fund was not applied during 2007/2008.

The London project provides support for the self employment of young people and adults about to be released from prison. Again, due to a lack of staff resources the fund was not applied during 2007/2008.

BUSINESS ENTERPRISE ADVICE AND TRAINING
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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2008

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds £	General funds £	Total 2008 £	Total 2007 £
Current assets		793	793	1,635
Current liabilities	(39,651)	37,823	(1,828)	(1,870)
	(39,651)	38,616	(1,035)	(235)

14. LIABILITY OF MEMBERS

The charitable company is limited by guarantee and has no share capital. In the event of the charity being wound-up, the liability in respect of the guarantee is limited to £1 per member of the charity during the time they are a member or within one year of ceasing to be a member, as stated in the Memorandum and Articles of Association.