

COMPANY REGISTRATION NUMBER 4476202

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2010**

Charity Number 1097692



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**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

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FRIENDS OF ROUNDHAY PARK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2010

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2010

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Friends of Roundhay Park
Charity registration number	1097692
Company registration number	4476202

Registered office	34 Park Cross Street Leeds LS1 2QH
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THE TRUSTEES

The trustees who served the charity during the period were as follows

D J Binns
Miss L Kitching
J L Richards
C J Hill
Ms J Wilson

Ms J Wilson was appointed as a trustee on 14 October 2009
J L Richards retired as a trustee on 10 June 2009

Secretary	D J Binns
Accountants	Ford Campbell Freedman LLP Chartered Accountants 34 Park Cross Street Leeds LS1 2QH
Bankers	Lloyds TSB 2 The Headrow Leeds West Yorkshire LS1 6PN

FRIENDS OF ROUNDHAY PARK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The organisation is a charitable company limited by guarantee, incorporated on 3 July 2002 and registered as a charity on 27 May 2003. 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 £10.

RECRUITMENT AND APPOINTMENT OF DIRECTORS AND TRUSTEES

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles of Association are known as Trustees. Under the requirements of the Memorandum of Association one third of the trustees are required to retire at each annual general meeting by rotation. They may be re-elected by the remaining trustees.

The trustees may appoint a person who is willing to be a trustee whether to fill a vacancy or as an additional trustee.

RISK MANAGEMENT

The trustees are conducting a review of the major risks to which the charity is exposed. A risk register has been proposed and will be updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks faced by the charity.

HONORARY PRESIDENT

Mrs Marjorie Ziff is the Honorary President.

OBJECTIVES AND ACTIVITIES

The Company has set two main objectives for the charity, these are -

- (1) To promote the preservation, restoration, maintenance and improvement of Roundhay Park Leeds for the benefit of the public.
- (2) To promote the benefit of Leeds and the surrounding areas by associating the local authorities and inhabitants in a common effort to provide facilities in the interest of social welfare for recreation and leisure time occupation with the objects of improving the conditions of life for the inhabitants.

FRIENDS OF ROUNDHAY PARK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

ACHIEVEMENTS AND PERFORMANCE

Over the past year, we have seen a further reduction in full-time Staff in the Park, which will increase the opportunities for The Charity to carry out improvements throughout the Park

Following the appointment of Julia Wilson as Chairwoman and Trustee, an Action Plan has been formulated and adopted, which sets out specific aims for the development of The Charity over the coming years. Several of these aims are now in progress and positive results should be seen over the next year and beyond

Regular maintenance works are still being carried out in the Friends' Garden, the Gorge, the Ravine and the Castle Meadow. A new area of concentration is at the end of Ram Wood, where the beck enters the Upper Lake. The beck and culvert have been cleared and dense overgrown shrubbery has been removed. There are plans to plant the bare areas and re-construct the boundary wall.

The Friends' Garden has been selected for inclusion Leeds City Council's bid for a "Britain in Bloom" award this year.

The Geology Trail and the Lester Library continue to attract a steady flow of interest and the Library is an element of The FoRP Action Plan, with the aim of generating an increase in activity.

The Charity funded the development of a Wildflower Meadow between the two Lakes, which will take around two years to mature. The Meadow will become part of School Groups' Study Days in The Education Centre.

In association with Marie Curie, the Charity planted 10,000 Daffodil Bulbs as part of their "Fields of Hope" campaign. This scheme will probably be repeated year on year henceforth.

The relationship between the Charity and the Leeds City Council Parks' Management Team continues to develop to our mutual benefit.

FINANCIAL REVIEW

The charity has made a deficit on its general activities of £2,391 (2009 surplus £993) and the charity has spent £535 (2009 £6,833) of the restricted Lester donation in the year. The unrestricted and restricted funds now stand at £3,235 and £132 respectively (2009 £5,626 and £667).

RESERVES POLICY

The trustees have examined the charity's requirements for reserves in light of the main risks of the organisation. It has established a policy whereby the unrestricted funds of the charity should be a minimum of 6 months based on the budgeted expenditure for the following year. The budgeted expenditure for 2010/11 is anticipated to be £3,000.

INVESTMENT POWERS AND RESTRICTIONS

The directors/trustees are only permitted to use the charity's assets solely towards the promotion of the objectives of the charity.

FRIENDS OF ROUNDHAY PARK COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

PLANS FOR FUTURE PERIODS

Of the Lester Donation received in 2008, £535 has been expended this year with the remaining £132 to be used to purchase additional books in 2010/11

Other funds will be used for purchasing plants, tools and materials to maintain areas improved by FORP and other areas yet to be identified

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Friends of Roundhay Park for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,

- observe the methods and principles in the Charities SORP,

- make judgements and estimates that are reasonable and prudent,

- state whether applicable UK 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 charitable company will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

ACCOUNTANTS

Ford Campbell Freedman LLP are deemed to be re-appointed under section 487(2) of the Companies Act 2006

Registered office
34 Park Cross Street
Leeds
LS1 2QH

Signed by order of the trustees



D J BINNS
Charity Secretary

9 June 2010

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2010

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
INCOMING RESOURCES					
Incoming resources from generating funds					
Voluntary income	2	3,520	—	3,520	4,317
Activities for generating funds	3	<u>1,367</u>	<u>—</u>	<u>1,367</u>	<u>1,074</u>
TOTAL INCOMING RESOURCES		<u>4,887</u>	<u>—</u>	<u>4,887</u>	<u>5,391</u>
RESOURCES EXPENDED					
Charitable activities	4/5	(6,646)	(535)	(7,181)	(10,615)
Governance costs	6	<u>(632)</u>	<u>—</u>	<u>(632)</u>	<u>(616)</u>
TOTAL RESOURCES EXPENDED		<u>(7,278)</u>	<u>(535)</u>	<u>(7,813)</u>	<u>(11,231)</u>
NET OUTGOING RESOURCES FOR THE YEAR/NET EXPENDITURE FOR THE YEAR		(2,391)	(535)	(2,926)	(5,840)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>5,626</u>	<u>667</u>	<u>6,293</u>	<u>12,133</u>
TOTAL FUNDS CARRIED FORWARD		<u>3,235</u>	<u>132</u>	<u>3,367</u>	<u>6,293</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 8 to 11 form part of these financial statements

FRIENDS OF ROUNDHAY PARK COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2010

	Note	2010 £	£	2009 £
CURRENT ASSETS				
Stocks	8	—		1,559
Cash at bank		<u>3,367</u>		<u>4,734</u>
			<u>3,367</u>	<u>6,293</u>
NET CURRENT ASSETS			<u>3,367</u>	<u>6,293</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>3,367</u>	<u>6,293</u>
FUNDS				
Restricted income funds	9		132	667
Unrestricted income funds	10		<u>3,235</u>	<u>5,626</u>
TOTAL FUNDS			<u>3,367</u>	<u>6,293</u>

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476(1) of the Act

The trustees acknowledge their responsibilities for

- (i) ensuring that the charity keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity

These financial statements were approved by the members of the committee on the 9 June 2010 and are signed on their behalf by



D J BINNS
Director

Company Registration Number 4476202

The notes on pages 8 to 11 form part of these financial statements

FRIENDS OF ROUNDHAY PARK COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006

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

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

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

Fund accounting

The Lester donation has been put into a restricted fund and it is restricted to the objectives as set out by the Lester family

Resources expended

All costs are allocated between the expenditure categories of the SoFA on a basis designated to reflect the use of the resource

Fixed assets

All fixed assets are initially recorded at cost

Stocks

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

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

2. VOLUNTARY INCOME

	Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Donations			
Members subscriptions	3,080	3,080	2,870
Gift Aid Tax recovery	—	—	1,197
General donations	440	440	250
	<u>3,520</u>	<u>3,520</u>	<u>4,317</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Geology trail booklets	—	—	1,074
Val Bell prints and cards	1,367	1,367	—
	<u>1,367</u>	<u>1,367</u>	<u>1,074</u>

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Costs in furtherance of charitable objects	4,026	—	4,026	2,641
The Lester Library	—	535	535	6,833
Geology Trail	1,559	—	1,559	1,141
Val Bell prints and cards	1,061	—	1,061	—
	<u>6,646</u>	<u>535</u>	<u>7,181</u>	<u>10,615</u>

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Roundhay Park, Leeds £	Total Funds 2010 £	Total Funds 2009 £
Costs in furtherance of charitable objects	4,026	4,026	2,641
The Lester Library	535	535	6,833
Geology Trail	1,559	1,559	1,141
Val Bell prints and cards	1,061	1,061	—
	<u>7,181</u>	<u>7,181</u>	<u>10,615</u>

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

6 GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£
Secretarial and administrative costs	57	57	28
Accountancy fees	575	575	588
	<u>632</u>	<u>632</u>	<u>616</u>

7. STAFF COSTS AND EMOLUMENTS

No salaries or wages have been paid to employees, including the members of the committee, during the year

8. STOCKS

	2010	2009
	£	£
Stock	<u>—</u>	<u>1,559</u>

9. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2009	Outgoing resources	Balance at 31 Mar 2010
	£	£	£
Lester donation	<u>667</u>	<u>(535)</u>	<u>132</u>

10 UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2009	Incoming resources	Outgoing resources	Balance at 31 Mar 2010
	£	£	£	£
General Funds	<u>5,626</u>	<u>4,897</u>	<u>(7,288)</u>	<u>3,235</u>

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets	Total
	£	£
Restricted Income Funds:		
Lester donation	132	132
Unrestricted Income Funds	<u>3,235</u>	<u>3,235</u>
Total Funds	<u>3,367</u>	<u>3,367</u>

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

12. COMPANY LIMITED BY GUARANTEE

The company is constituted as a company limited by guarantee. In view of this, the directors and trustees consider that the provisions of Financial Standard Number 4 which requires disclosure regarding liabilities and shareholders' funds are not applicable.

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

MANAGEMENT INFORMATION

YEAR ENDED 31 MARCH 2010

The following pages do not form part of the statutory financial statements

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2010

	2010 £	2009 £
INCOMING RESOURCES		
VOLUNTARY INCOME		
Members subscriptions	3,080	2,870
Gift Aid Tax recovery	—	1,197
General donations	440	250
	<u>3,520</u>	<u>4,317</u>
ACTIVITIES FOR GENERATING FUNDS		
Geology trail booklets	—	1,074
Val Bell prints and cards	1,367	—
	<u>1,367</u>	<u>1,074</u>
TOTAL INCOMING RESOURCES	<u>4,887</u>	<u>5,391</u>
RESOURCES EXPENDED		
CHARITABLE ACTIVITIES		
Val Bell print and card costs	1,061	—
Insurance for working parties	227	191
P O Box and postage costs	286	353
Ongoing projects equipment and supplies	2,039	1,341
Subscriptions - Leeds Civic Trust	40	40
FORP newsletters	1,434	716
The Lester Library - Books	259	842
The Lester Library - Furniture	101	5,538
The Lester Library - Signs and notices	—	453
The Lester Library - Opening expenses	175	—
Geology Trail - Display holders	—	56
Geology Trail - Catering for opening	—	75
Geology Trail - Cost of booklets sold to date	1,559	1,010
	<u>7,181</u>	<u>10,615</u>
GOVERNANCE COSTS		
Secretarial and administrative costs	57	28
Accountancy fees	575	588
	<u>632</u>	<u>616</u>
TOTAL RESOURCES EXPENDED	<u>7,813</u>	<u>11,231</u>
	<u>2010</u> £	<u>2009</u> £
NET OUTGOING RESOURCES FOR THE YEAR	<u>(2,926)</u>	<u>(5,840)</u>

**FRIENDS OF ROUNDHAY PARK
COMPANY LIMITED BY GUARANTEE**

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2010

	2010	2009
	£	£
CHARITABLE ACTIVITIES		
Costs in furtherance of charitable objects		
<i>Roundhay Park, Leeds</i>		
Insurance for working parties	227	191
P O Box and postage costs	286	353
Ongoing projects equipment and supplies	2,039	1,341
Subscriptions - Leeds Civic Trust	40	40
FORP newsletters	1,434	716
	<u>4,026</u>	<u>2,641</u>
 The Lester Library		
<i>Roundhay Park, Leeds</i>		
Books	259	842
Furniture	101	5,538
Signs and notices	—	453
Opening expenses	175	—
	<u>535</u>	<u>6,833</u>
 Geology Trail		
<i>Roundhay Park, Leeds</i>		
Display holders	—	56
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Cost of booklets sold to date	1,559	1,010
	<u>1,559</u>	<u>1,141</u>
 Val Bell prints and cards		
<i>Roundhay Park, Leeds</i>		
Print and card costs	1,061	—
	<u>7,181</u>	<u>10,615</u>