

COMPANY REGISTRATION NUMBER 04540<sup>2</sup>373

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE  
FINANCIAL STATEMENTS  
31 MARCH 2006**

Charity Number 1104859



**BURTON AND JACKSON**  
Chartered Accountants & Registered Auditors  
83 Westgate  
Mansfield  
Nottinghamshire  
NG18 1RT

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2006**

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# **EDLINGTON HILL TOP CENTRE ASSOCIATES COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES ANNUAL REPORT**

**YEAR ENDED 31 MARCH 2006**

The trustees, who are also Directors for the purposes of the Companies Act, present their report and the financial statements of the charity for the year ended 31 March 2006.

### **Introduction**

The Edlington Hill Top Centre Associates has been established to provide Adult Education facilities together with pre-school child care in a community of high deprivation.

### **Legal Status**

The Edlington Hill Top Centre Associates is a company limited by guarantee and was registered on the 19th September 2002. Company No. 4540273. Charitable status was granted on the 13th July 2004 under registration no.1104859.

### **Objectives of the Edlington Hill Top Centre Associates**

1. The Charity's objects ("the Objects") are:

- The advancement of education, in particular by the provision of adult education.
- To develop the capacity and skills of the members of the socially and economically disadvantaged community of Edlington in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.
- The relief of unemployment for the public benefit in such ways as may be thought fit, including assistance to find employment; and
- To promote for the benefit of the inhabitants of Edlington and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social welfare and with the object of improving the condition of life of the said inhabitants.

# **EDLINGTON HILL TOP CENTRE ASSOCIATES COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2006**

### **Organisation**

The Edlington Hill Top Centre Associates is governed by a Board of trustees who are responsible for overall strategy and direction of the company. A Centre Manager reporting to the Board is responsible for the implementation of the strategy and the day to day management of the Centre. Service delivery is achieved through partnership with:

- Buttons Nursery for pre school child provision
- Adult Education in association with:
  - Doncaster College
  - Workers Education Association
  - DMBC Adult and Community Learning

### **Financial Controls**

The Trustees have approved a Financial Procedures Policy which gives clear guidelines for financial control of the business based on Sage Line 50 accounting system. The policy includes spending authority levels, banking mandates, reporting and audit requirements.

The trustees have adopted a policy of 100% depreciation of fixed assets due to the nature of funding requirements. All major funders require portable fixed asset items to be returned to them if for any reason the company does not continue to operate. Since refurbishment costs are against leased premises this means that there is no value to the company on these assets in the case of closure.

### **Review of Developments, Activities and Achievements**

This has been a year of consolidation for both the Nursery and Adult Learning Centre which were opened respectively in April and September 2004.

The Nursery numbers have grown to 66% of the available full time equivalent places, giving 33 places filled, and is in a good position against the business plan. In addition it has developed pre and after school clubs in both Edlington and Warmsworth in conjunction with the Children's Centre and the local primary schools, providing a valuable community service.

The Adult Learning Centre has been well used and has seen in excess of 500 students attending a variety of courses covering leisure, vocational and academic courses with many of them obtaining recognised qualifications. This has particularly been so in IT studies. The Centre continues to work successfully with its education partners; Doncaster College; Workers Education Association and DMBC Adult, Community and Family Learning in delivering courses to meet the community needs.

In March 2005 the management team was further strengthened with the appointment of a Finance Administrator to join the Centre Manager. This led to the introduction of Sage Line 50 accounting system and also the adoption of the Pqasso Quality Assurance system. The organisation achieved level 1 compliance in the autumn of 2005.

# **EDLINGTON HILL TOP CENTRE ASSOCIATES COMPANY LIMITED BY GUARANTEE**

## **TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2006**

### **RESULTS**

The results for the year, and the charity's financial position at the end of the year are shown in the attached financial statements.

### **THE TRUSTEES**

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

Mr A Jackson  
Mrs O Turvey  
Mr R Mullis  
Mr E Hardy  
Mrs V Purdy  
Mr T Wormley  
Mrs M Cantrill

### **TRUSTEES' RESPONSIBILITIES**

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 charity at the end of the year and of the incoming and outgoing resources for the year then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **AUDITOR**

A resolution to re-appoint Burton and Jackson as auditor for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

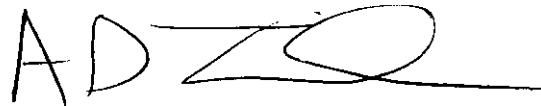
**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**TRUSTEES ANNUAL REPORT *(continued)***

**YEAR ENDED 31 MARCH 2006**

Registered office:  
The Hill Top Centre  
Edlington  
Doncaster  
South Yorkshire  
DN12 1PL

Signed by order of the trustees

A handwritten signature in black ink, appearing to be 'ADZQ' followed by a long horizontal stroke.

Company Secretary

Approved by the trustees on 26/11/2007

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
EDLINGTON HILL TOP CENTRE ASSOCIATES**

**YEAR ENDED 31 MARCH 2006**

We have audited the financial statements on pages 7 to 11 which have been prepared under the historical cost convention and the accounting policies set out on page 9.

This report is made solely to the charity'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 charity'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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND THE AUDITOR**

The trustees' (who also act as Directors for the charitable activities of the company) responsibilities for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities on page 3.

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 Trustees Annual Report is not consistent with the financial statements, if the charity 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 charity is not disclosed.

We read the Trustees Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it. Our responsibilities do not extend to any other information.

**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 in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity'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.

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
EDLINGTON HILL TOP CENTRE ASSOCIATES *(continued)***

**YEAR ENDED 31 MARCH 2006**

**OPINION**

In our opinion the financial statements give a true and fair view of the charity's state of affairs as at 31 March 2006 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Companies Act 1985.

*Burton & Jackson*

BURTON AND JACKSON  
Chartered Accountants  
& Registered Auditors

83 Westgate  
Mansfield  
Nottinghamshire  
NG18 1RT

*26/1/07*  
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**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31 MARCH 2006**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2006 £	Total Funds 2005 £
<b>INCOMING RESOURCES</b>					
<b>Income from charitable trading activities:</b>					
Grants receivable	2	—	162,235	162,235	346,076
Charitable trading income	3	41,044	8,691	49,735	10,104
Interest receivable	4	4,418	—	4,418	4,473
<b>TOTAL INCOMING RESOURCES</b>		<u>45,462</u>	<u>170,926</u>	<u>216,388</u>	<u>360,653</u>
<b>RESOURCES EXPENDED</b>					
Management and administration	5	1,438	344,109	345,547	351,845
<b>TOTAL RESOURCES EXPENDED</b>	6	<u>1,438</u>	<u>344,109</u>	<u>345,547</u>	<u>351,845</u>
<b>NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR</b>					
		44,024	(173,183)	(129,159)	8,808
Balances brought forward		<u>5,881</u>	<u>2,927</u>	<u>8,808</u>	—
Balances carried forward		<u>49,905</u>	<u>(170,256)</u>	<u>(120,351)</u>	<u>8,808</u>

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 9 to 11 form part of these financial statements.

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

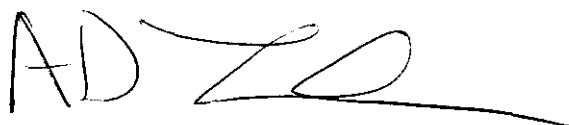
**BALANCE SHEET**

**31 MARCH 2006**

	Note	2006 £	£	2005 £
<b>CURRENT ASSETS</b>				
Debtors	7	16,577		—
Cash at bank and in hand		<u>183,625</u>		<u>125,157</u>
		200,202		125,157
<b>CREDITORS: Amounts falling due within one year</b>	8	<u>(183,601)</u>		<u>(116,349)</u>
<b>NET CURRENT ASSETS</b>			<b>16,601</b>	<b>8,808</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u><b>16,601</b></u>	<u><b>8,808</b></u>
<b>NET ASSETS</b>			<u><b>16,601</b></u>	<u><b>8,808</b></u>
<b>FUNDS</b>				
Restricted	9		(173,183)	2,927
Unrestricted	10		<u>189,784</u>	<u>5,881</u>
<b>TOTAL FUNDS</b>			<u><b>16,601</b></u>	<u><b>8,808</b></u>

These financial statements were approved by the members of the committee on the .....  
and are signed on their behalf by:

MR A JACKSON  
Director



The notes on pages 9 to 11 form part of these financial statements.

# EDLINGTON HILL TOP CENTRE ASSOCIATES COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2006

### 1. ACCOUNTING POLICIES

#### Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2000) and the Companies Act 1985.

#### 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.

#### Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of the transaction. Exchange differences are taken into account in arriving at the operating profit.

### 2. GRANTS RECEIVABLE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2006 £	Total Funds 2005 £
Edlington School Grant	-	-	-	50,000
SRB Grant	-	35,402	35,402	61,000
CRT Grant	-	-	-	75,000
Objective 1 Grant	-	122,018	122,018	110,000
Key Fund Grant	-	3,525	3,525	14,716
CVS Grant	-	1,290	1,290	5,000
Community Forum Grant	-	-	-	441
Lloyds TSB Grant	-	-	-	10,000
Pioneer Grant	-	-	-	588
NLDC Grant	-	-	-	19,331
	-	<u>162,235</u>	<u>162,235</u>	<u>346,076</u>

### 3. CHARITABLE TRADING INCOME

	2006 £	2005 £
Charitable trading activities - income	<u>49,735</u>	<u>10,104</u>

Rent received from Buttons Nursery, room hire and vending machine income.

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2006**

**4. INTEREST RECEIVABLE**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2006 £</b>	<b>Total Funds 2005 £</b>
Bank interest receivable	<u>4,418</u>	<u>-</u>	<u>4,418</u>	<u>4,473</u>

**5. MANAGEMENT AND ADMINISTRATION**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2006 £</b>	<b>Total Funds 2005 £</b>
Salaries	-	47,928	47,928	24,733
Office costs	1,081	295,088	296,169	325,424
Audit fees	-	953	953	411
Legal and professional	-	144	144	1,231
Interest payable	-	(4)	(4)	4
Other	357	-	357	42
	<u>1,438</u>	<u>344,109</u>	<u>345,547</u>	<u>351,845</u>

**6. TOTAL RESOURCES EXPENDED**

	<b>Staff costs £</b>	<b>Other costs £</b>	<b>Total Funds 2006 £</b>	<b>Total Funds 2005 £</b>
Management and administration	<u>47,928</u>	<u>297,619</u>	<u>345,547</u>	<u>351,845</u>

**The aggregate payroll costs were:**

	<b>2006 £</b>	<b>2005 £</b>
Wages and salaries	42,804	22,723
Social security costs	4,118	2,010
Other pension costs	1,006	-
	<u>47,928</u>	<u>24,733</u>

**Particulars of employees:**

The average number of staff employed by the charity during the financial year amounted to:

	<b>2006 No</b>	<b>2005 No</b>
Number of administrative staff	<u>2</u>	<u>2</u>

**EDLINGTON HILL TOP CENTRE ASSOCIATES  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2006**

**6. TOTAL RESOURCES EXPENDED** *(continued)*

	2006 £	2005 £
<b>Other costs:</b>		
Premises	35,344	17,109
Legal and professional	1,097	1,642
Other	<u>261,178</u>	<u>308,361</u>
	<u>297,619</u>	<u>327,112</u>

**7. DEBTORS**

	2006 £	2005 £
Other debtors	<u>16,577</u>	<u>-</u>

**8. CREDITORS: Amounts falling due within one year**

	2006 £	2005 £
Bank loans and overdrafts	-	11,888
Other creditors	-	7,952
Accruals	<u>183,601</u>	<u>96,509</u>
	<u>183,601</u>	<u>116,349</u>

**9. RESTRICTED FUNDS**

	Movement in resources:		
	Balance at 1 Apr 2005 £	Incoming £	Balance at 31 Mar 2006 £
Restricted Funds	<u>2,927</u>	<u>(176,110)</u>	<u>(173,183)</u>

**10. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)**

	Other net assets £	Total £
Unrestricted funds	<u>111,687</u>	<u>189,784</u>

**11. COMPANY LIMITED BY GUARANTEE**

The Company is limited by guarantee. In the event of a winding up each member will be liable for no more than £10 each.