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HARTLEPOOL ARTS STUDIO LIMITED
(A COMPANY LIMITED BY GUARANTEE)
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2004

Registered Charity No. 1101146
Registered Company No. 4830735

Keith Thomas Associates
Exchange Building
66 Church Street
Hartlepool
TS24 7DN



HARTLEPOOL ARTS STUDIO LIMITED

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HARTLEPOOL ARTS STUDIO LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Constitution

Hartlepool Arts Studio Limited is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. Charity number: 1101146. Company number: 4830735

Directors and trustees

The directors of the charitable company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the period and since the period end were as follows:

Iain Caldwell
Peter Grenville Gowland
Frederick Michael Franklin
John Bigwood
Valarie Fletcher

Registered Office Hartlepool Mind
Crown Buildings
Raby Road
Hartlepool
TS24 8AX

Auditors Keith Thomas Associates
Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Bankers The Co-operative Bank plc
P.O. Box 101
1 Balloon Street
Manchester
M60 4EP

HARTLEPOOL ARTS STUDIO LIMITED

REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31 MARCH 2004

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31 March 2004.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Accounting and Reporting by Charities.

Objects of the charity

The objects of the charity are:

- a) to advance the education of the public in particular persons suffering from the effects of mental illness and mental health problems living in Hartlepool through use and promotion of art and artistic and creative activities.
- b) to provide studio accommodation for the artists to offer support for the persons suffering from the effects of mental illness and mental health problems through the use of art and artistic and creative activities.
- c) to foster creativity and creative activity including drawing, painting, sculpture, print and other art forms and to enrich and belong to the artistic life of Hartlepool.

Organisation

A board of trustees of up to 10 members, meet every two months to administer the charity.

Incorporation

The charity was incorporated on 11 July 2003 and registered with the Charities Commission for England and Wales on 11 December 2003.

Review of financial activities and future developments

The trustees consider that the performance of the charity this year has been most satisfactory. Our projects are working well and are adequately funded.

The Statement of Financial Activities shows a surplus of £3,177 and the reserves stand at £3,177.

In the forthcoming year the charity has purchased and commenced redevelopment of an arts studio/workshop. Funding for the development project was kindly provided by Hartlepool Social Services and The European Regional Development Fund, the trustees wish to thank these bodies for their generous support.

The Trustees also wish to thank all volunteers for their time and commitment in to this project which has been a goal for several years.

HARTLEPOOL ARTS STUDIO LIMITED

REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31 MARCH 2004

continued

Trustees' responsibilities in relation to the financial statements

Company law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables 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.

Small Company Exemptions

This report has been prepared in accordance with the special provisions relating to small companies within part VIII of the Companies Act 1985.

By order of the Trustees on this 17th Day of September 2004.

Iain Caldwell
Chair



Dated this 17th day of September 2004

ACCOUNTANTS' REPORT TO THE TRUSTEES/MEMBERS ON THE UNAUDITED ACCOUNTS OF HARTLEPOOL ARTS STUDIO LIMITED

We report on the accounts for the period ended 31 March 2004 set out on pages 5 to 15.

Respective responsibilities of trustees and reporting accountants

As described on pages 2 and 3 the company's trustees are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designated 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 procedures consisted of comparing the accounts 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 accounts are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records;
 - (i) the accounts 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 accounts 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).

Keith Thomas Associates
Keith Thomas Associates
Exchange Building
66 Church Street
Hartlepool
TS24 7DN

Dated this 17th day of September 2004

HARTLEPOOL ARTS STUDIO LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2004

	Notes	Unrestricted Funds 2004 £	Total Funds 2004 £
<u>INCOMING RESOURCES</u>			
Donations	2	4,893	4,893
<i>Activities in furtherance of Charity's objects:</i>			
Government grants and other public bodies	3	2,250	2,250
Other income		509	509
<i>Total Incoming Resources</i>		7,652	7,652
<u>RESOURCES EXPENDED</u>			
Charitable Expenditure:			
<i>Costs of activities in furtherance of charitable objectives:</i>			
Support Costs		4,475	4,475
Management & Administration		-	-
Total Resources Expended	4	4,475	4,475
Net incoming Resources		3,177	3,177
Fund Balance 31 March 2004		3,177	3,177

The notes on pages 7 to 10 form part of these accounts.

There are no recognised gains or losses other than the statement of financial activities.

HARTLEPOOL ARTS STUDIO LIMITED

BALANCE SHEET AS AT 31 MARCH 2004

	Note	2004 £
<u>FIXED ASSETS</u>		
Tangible Assets	5	580
<u>CURRENT ASSETS</u>		
Cash at Bank and in Hand		2,597

Net Assets		3,177
		=====
<u>Accumulated Funds</u>		
General Fund	6, 7	3,177

		3,177
		=====

The directors are of the opinion that the company is entitled to exemption from audit conferred by Subsection 1 of Section 249A of the Companies Act 1985 for the year ended 31 March 2004.

The directors confirm that no member or members have requested an audit pursuant to Subsection 2 of Section 249B of the Companies Act 1985.


The directors confirm that they are responsible for:

ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985,

and preparing financial statements which give a true and fair view of the state of the affairs of the company as at the end of the financial year and of its results for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985 and the Financial Reporting Standard for Smaller Entities (effective June 2002).

The financial statements were approved by the board on 17th day of September 2004, and signed on its behalf by:



Iain Caldwell, Chair

The notes on pages 7 to 10 form part of these accounts.

HARTLEPOOL ARTS STUDIO LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2004

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) issued in October 2000, applicable accounting standards and the Companies Act 1985.

The company has taken advantage of the exemptions in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small company.

Incoming Resources

Donations and Grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

When donors specify that donations and grants given to charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Interest Receivable

Interest is included when receivable by the charity.

Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff on those activities.

HARTLEPOOL ARTS STUDIO LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2004

Fund Accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Tangible Fixed Assets and Depreciation

Depreciation has been provided at the following rates in order to write down the cost or valuation, less estimated residual value, of all tangible fixed assets, with the exception of freehold land, by equal annual instalments over their expected useful lives:

Freehold property 50 years, straight line basis

2	Donations and Gifts	2004
		£
	Charitable Organisation	4,889
	Individuals	4

		4,893
		=====

On 2nd December 2003 the Hartlepool Art Studio Project agreed to transfer all assets to the value of £4,889 to the charitable company Hartlepool Art Studio Limited.

HARTLEPOOL ARTS STUDIO LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2004

3	Grants Received	2004
		£
	Hartlepool Community Chest	750
	Hartlepool New Deal Community Chest	1,500

		2,250
		=====

4 Total Resources Expended

	Staff Costs	Other Direct Costs	Total 2003
	£	£	£
Co-ordination Fees	-	600	600
Hartlepool Borough Council	-	3,288	3,288
Posters and Leaflets	-	275	275
Food	-	197	197
Travel	-	35	35
Transport	-	22	22
Bank Charges	-	6	6
Sundries	-	52	52
	-	4,475	4,475

5	Fixed Assets	Land and Buildings	Total
		£	£
	<u>Cost</u>		
	Additions	580	580
		-----	-----
	As At 31 March 2004	580	580
		-----	-----
	Net Book Value as at 31 March 2004	580	580
		=====	=====

HARTLEPOOL ARTS STUDIO LIMITED

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 MARCH 2004

10 Statement of Funds

	At 11 July 2003 £	Incoming Resources £	Outgoing Resources £	At 31 March 2004 £
General Fund	-	7,652	4,475	3,177

The general reserve represents the free funds of the charity which are not designated for particular purposes.

7 Analysis of Net Assets between Funds

	Unrestricted Funds £	Total £
Tangible Fixed Assets	580	580
Current Assets	2,597	2,597
	3,177	3,177

8 Legal Status of Charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.