

**BRADBOURNE GROUP
RIDING FOR THE DISABLED ASSOCIATION**

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

for the year ended

31ST MARCH 2013

THURSDAY



A2NJHGK2

A46

19/12/2013

#115

COMPANIES HOUSE

LINDEYER FRANCIS FERGUSON
CHARTERED ACCOUNTANTS



BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

COMPANY INFORMATION

The company is a registered charity and is incorporated as a company limited by guarantee, registered in England

CHARITY REGISTRATION NO. 1122480

COMPANY REGISTRATION NO. 6334299

TRUSTEES

P G Felgate (Chairman)
Mrs G Roper (Secretary)
Mrs A L D McKee (Treasurer)
Mrs J Davis
Mrs J Leight
D F Williamson
Mrs S Fewkes
Mrs S E Honnywill
Miss S J Fenn

CHIEF EXECUTIVE OFFICER P G Felgate

SECRETARY Mrs G Roper

REGISTERED OFFICE

90 Hill Top
Tonbridge
Kent
TN9 2UP

PRINCIPAL OPERATING OFFICE

Bradbourne Riding Centre
Bradbourne Vale Road
Sevenoaks
Kent TN13 3DH

ACCOUNTANTS

Lindeyer Francis Ferguson
North House
198 High Street
Tonbridge
Kent TN9 1BE

INDEPENDENT EXAMINER

Stephen J Kerry BA FCA
90 Hilltop
Tonbridge
Kent TN9 2UP

BANKERS

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

REPORT OF THE DIRECTORS AND TRUSTEES

The Trustees, who are also Directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2013. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the charitable company.

Company Status

Bradbourne Group Riding for the Disabled Association is a charitable company limited by guarantee. It was incorporated on 6 August 2007 and is governed by a memorandum and articles of association.

The company is limited by guarantee. The members of the company are the trustees. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

Governance and internal control

The charity is organised so that the trustees meet regularly to manage its affairs. The chief executive manages the affairs of the charity on a day to day basis with additional assistance as required.

The board as a whole appoints new trustees, and all trustees retire and are eligible for re-appointment, each year. The trustees are inducted by briefings from the Chairman.

Objectives and activities

The objective of the charity is to promote the objectives of the Riding for the Disabled Association Incorporating Carriage Driving, a national charity registered under charity number 244108, by providing disabled people in the Sevenoaks area with the opportunity to ride and/or carriage drive to benefit their health and well being.

Public benefit

The charity works hard to ensure that it is able to offer opportunities to any disabled person, regardless of background.

Review of the year

2012 was the year of celebrations - the Golden Jubilee, the Olympics and Paralympics and Bradbourne Group's 50th anniversary. We were represented at local events including the Olympic torch relay through Sevenoaks and we hosted our birthday party in October for riders, supporters and volunteers past and present. A photo book was produced to celebrate 50 years and it is selling well.

Bradbourne continues to have 300 riders and carriage drivers and 130 volunteers registered with the group. We operate 5 days a week and 4 evenings. 4000 rides, 140 carriage drives and 200 camp rides were provided despite the awful weather through much of the year. We cannot thank our volunteers and instructors enough for their continued dedication and professionalism.

33 riders obtained RDA grade tests recognising their personal achievements throughout the year and we continue to participate in the ASDAN programme for our riders and YELA for our young volunteers. This year we were honoured for a rider and volunteer from our group to speak at the mini regional conference about what RDA has done for them. In addition 6 riders went to the regional dressage at Hickstead and again we were successful in qualifying for the national championships at Hartpury.

Our fundraising activities included the 3rd Kneale pleasure ride, the annual Heavy horse show and local fetes and fun days which have helped us to raise our profile in the community and raise funds so we can continue with our charitable activities.

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

REPORT OF THE DIRECTORS AND TRUSTEES

Financial position

The Statement of Financial Activities shows a net decrease in resources for the year amounting to £10,390 (2012 increase of £78,973) Our reserves stand at £244,554 (2012 £247,429) at the year end Of these funds £45,195 (2012 £91,272) represents funds designated for the new clubhouse and a further £5,000 (2012 £5,000) has been designated for the care of our ponies

Reserves policy

The charity aims to maintain reserves sufficient to cover one year's expenses, and to raise enough income to cover the current year's expenses

Plans for the Future

Our plans to improve the riding facilities will continue in 2013 and the Group has registered to participate in 2 new RDA disciplines - endurance riding and show jumping This will enable our riders (and volunteers) to experience new activities and gain new skills

Risks

The directors have assessed the major risks to which the charity is exposed, in particular those related to the operations and finance of the company, and are satisfied that systems are in place to mitigate the charity's exposure to major risks

Directors and trustees

All the officers of the company are also trustees of the charity and there are no other trustees

The directors and trustees who served during the year are listed below

P G Felgate (Chairman)
Mrs G Roper (Secretary)
Mrs A L D McKee (Treasurer)
Mrs J Davis
Mrs J Leight
D F Williamson
Mrs S Fewkes
Mrs S E Honnywill (appointed 31 January 2013)
Miss S J Fenn (appointed 31 January 2013)

Statement of directors' and trustees' responsibilities

The directors are responsible for preparing financial statements in accordance with applicable law and regulations

Company law requires the Directors to prepare financial statements for each financial year Under that law the Directors have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law)

Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period In preparing these financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently
- make judgments 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

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

REPORT OF THE DIRECTORS AND TRUSTEES

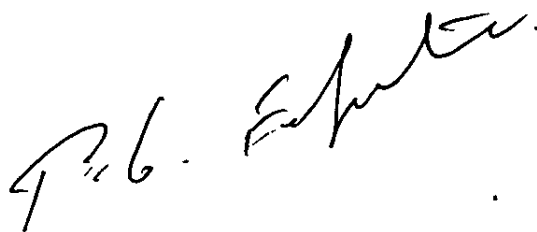
The Directors are responsible for keeping adequate accounting records sufficient to show and explain the company's transactions and that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. 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 has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

By order of the Trustees

9th October 2013

P G Felgate
Chairman

A handwritten signature in black ink, appearing to read 'P G Felgate', is written over the printed name of the Chairman.

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF
BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION**

I report on the financial statements of the company for the year ended 31 March 2013, which are set out on pages 5 to 11

This report is made solely to the company's Trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent Examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees, as a body, for my work, for this report, or for the opinions that I have formed.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

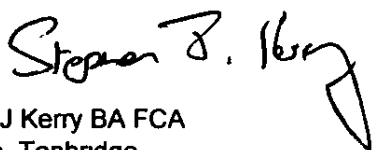
In connection with my examination, no matter has come to my attention

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charities

have not been met, or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed



Dated

3rd December 2013

Stephen J Kerry BA FCA
90 Hilltop, Tonbridge
Tonbridge
Kent TN9 2UP

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

ACCOUNTING POLICIES

BASIS OF PREPARATION OF ACCOUNTS

Bradbourne Group Riding for the Disabled Association is a company limited by guarantee and its accounts are regulated by the Companies Act. The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) which have been applied consistently.

The accounts contain additional information in accordance with the Statement of Recommended Practice (SORP) on Accounting by Charities. The accounts are prepared under the historical cost convention.

The charitable company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement.

The principal accounting policies of the charity have remained unchanged from the previous year and are set out below.

Incoming resources

All incoming resources are included in the statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the company being notified of an impending distribution or the legacy being received.

All monetary donations and gifts are included in the statement of financial activities when receivable. The income is treated as unrestricted income unless the donor has specified the manner in which the donation is to be spent, in which case it is accounted for within restricted funds.

When such receipts remain unmatched at the year end, the charity is considered not to be entitled to the income, and will only become entitled to it on performance of the related activity. Accordingly, these receipts are accounted for as deferred income.

Donations under gift aid together with the associated income tax recoverable are credited as income when the donations are received.

Gifts in kind for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No income is recognised in the financial statements for services donated by volunteers.

Investment income

Investment income, including any associated income tax recoverable, is recognised when receivable.

Resources expended

Expenditure, which is charged on an accruals basis, is allocated between:

- Cost of generating funds comprises the costs associated with attracting voluntary income.

- Charitable expenditure, including direct expenditure. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of resources as described below.

- Governance costs include those costs incurred by the charity in meeting its constitutional and statutory requirements.

Fixed Assets

All expenditure exceeding £250 on fixed assets is capitalised at cost.

Depreciation is calculated to write down the cost, less estimated residual value, of tangible fixed assets by equal annual instalments over their estimated useful lives as follows:

- Leasehold property - over the life of the lease (20 years from June 2011)

- Plant and machinery - 25% on the reducing balance

- Fixtures and fittings - 25% on the reducing balance

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2013

		Restricted funds 2013 £	Unrestricted funds 2013 £	Total funds 2012 £
INCOMING RESOURCES	Note			
Incoming resources from generated funds				
Voluntary income	1	-	15,635	96,739
Activities for generating funds	2	-	45,974	65,596
Investment income	3	-	194	203
Incoming resources from charitable activities	4	-	755	880
Total incoming resources		<u>-</u>	<u>62,558</u>	<u>163,418</u>
Resources expended				
Costs of generating funds	5	-	4,016	9,389
Cost of charitable activities	6	6,036	62,894	75,056
Total resources expended		<u>6,036</u>	<u>66,910</u>	<u>84,445</u>
Net movement in funds for the year		(6,036)	(4,352)	78,973
Total funds brought forward		91,272	153,282	165,581
Total funds carried forward	12	<u>85,236</u>	<u>148,930</u>	<u>244,554</u>

The statement of financial activities includes all gains and losses recognised in the year

All incoming resources and resources expended derive from continuing activities

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION**BALANCE SHEET**

as at 31 March 2013

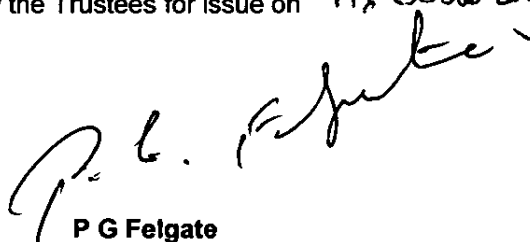
	Note	2013 £	2013 £	2012 £
Fixed assets				
Tangible assets	8		114,050	117,158
			<u>114,050</u>	<u>117,158</u>
Current assets				
Stock	9	8,150		11,650
Debtors	10	11,667		1,049
Cash at bank and in hand		102,367		115,265
		<u>122,184</u>		<u>127,964</u>
Creditors: amounts falling due within one year	11	<u>(2,068)</u>		<u>(568)</u>
Net current assets			<u>120,116</u>	<u>127,396</u>
Total assets less current liabilities			<u>234,166</u>	<u>244,554</u>
Capital				
Unrestricted funds			148,930	153,282
Restricted funds			<u>85,236</u>	<u>91,272</u>
	12		<u>234,166</u>	<u>244,554</u>

For the financial year ended 31 March 2013 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The Trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for 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 profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Trustees for issue on 9th October 2013 and signed on their behalf by


P G Felgate


Mrs A L D McKee

Company registration no: 6334299

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2013

1 VOLUNTARY INCOME

	2013 £ Restricted	2013 £ Unrestricted	2012 £ Total
Ashley Associates	-	-	1,000
Barbara Taunton Charitable Trust	-	1,000	-
The Bernard Sunley Charitable Foundation	-	-	5,000
The Big Lottery fund	-	-	10,000
Cory Environmental Trust	-	-	25,274
Colyer-Fergusson Charitable Trust	-	-	15,000
Frank Davies	-	-	2,000
Jayar Components Charitable Trust	-	-	1,000
Morgan Stanley	-	-	1,250
West Kent Housing	-	1,075	-
White Stuff	-	-	1,195
Wolfson Foundation	-	-	10,000
Wooden Spoon Society	-	-	10,000
Gift Aid recoveries	-	902	1,776
Other gifts and donations of less than £1,000	-	12,658	13,244
	<u>-</u>	<u>15,635</u>	<u>96,739</u>

2 ACTIVITIES FOR GENERATING FUNDS

	2013 £	2012 £
Rides and camps	37,935	38,020
Proceeds from sale of pony	1,000	-
Fundraising events	5,985	26,326
Income from sales of goods	658	1,250
Contributions to costs	396	-
	<u>45,974</u>	<u>65,596</u>

3 INVESTMENT INCOME

	2013 £	2012 £
Bank deposits	<u>194</u>	<u>203</u>

4 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2013 £	2012 £
Supporters of Bradbourne RDA	<u>755</u>	<u>880</u>

5 COSTS OF GENERATING FUNDS

	2013 £	2012 £
Fundraising events	2,452	7,477
Cost of sales of Chnstmas cards, sweatshirts etc	514	887
Subscription to Riding for the Disabled	1,050	1,025
	<u>4,016</u>	<u>9,389</u>

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2013

6 COSTS OF CHARITABLE ACTIVITIES

	2013 £ Restricted	2013 £ Unrestricted	2012 £ Total
Riding charges (stabling and livery costs)	-	39,786	38,963
Change in value of ponies and tack	-	3,500	(200)
Fundraising costs	-	626	10,912
Veterinary fees and horse welfare	-	725	1,111
Riding camp costs	-	1,139	504
Tack and equipment	-	1,494	2,893
Printing, postage, stationery and telephone	-	1,277	1,042
Premises electricity	-	292	119
Travel expenses	-	381	-
Cleaning costs & materials	-	612	-
Insurance	-	1,685	1,586
Accountancy fees	-	625	625
Depreciation	6,036	3,116	8,843
Bank account charges	-	-	5
Computer running costs	-	106	97
Competition fees, rosettes and trophies	-	1,529	1,458
Repairs and maintenance	-	5,022	6,075
Sundry expenses	-	239	395
Training and CRB checks	-	740	628
	<u>6,036</u>	<u>62,894</u>	<u>75,056</u>

7 STAFF COSTS

There were no remunerated staff during the year (2012 nil) The Charity is grateful to its volunteers and supporters for their time given freely to further the Charity's aims

8 TANGIBLE ASSETS

	Land & buildings £	Plant & machinery £	Fixtures & fittings £	Total £
Cost				
At 1 April 2012	121,170	6,500	9,132	136,802
Additions	-	6,044	-	6,044
At 31 March 2013	<u>121,170</u>	<u>12,544</u>	<u>9,132</u>	<u>142,846</u>
Depreciation				
At 1 April 2012	12,359	4,605	2,680	19,644
Charge for the year	6,059	1,478	1,615	9,152
At 31 March 2013	<u>18,418</u>	<u>6,083</u>	<u>4,295</u>	<u>28,796</u>
Net book value at 31 March 2013	<u>102,752</u>	<u>6,461</u>	<u>4,837</u>	<u>114,050</u>
Net book value at 31 March 2012	<u>108,811</u>	<u>1,895</u>	<u>6,452</u>	<u>117,158</u>

BRADBOURNE GROUP RIDING FOR THE DISABLED ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2013

9 STOCK		2013	2012	
		£	£	
Ponies and tack		8,150	11,650	
		<u>8,150</u>	<u>11,650</u>	
10 DEBTORS		2013	2012	
		£	£	
Trade debtors		924	306	
Other debtors and prepayments		10,743	743	
		<u>11,667</u>	<u>1,049</u>	
11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2013	2012	
		£	£	
Trade Creditors		1,077	69	
Accruals		650	499	
		<u>2,068</u>	<u>568</u>	
12 FUNDS	Unrestricted funds	Restricted funds	Total	2012
	£	£	£	£
At 1 April 2012	153,282	91,272	244,554	165,581
Retained surplus for the year	(4,352)	(6,036)	(10,388)	78,973
Funds at 31st March 2013	<u>148,930</u>	<u>85,236</u>	<u>234,166</u>	<u>244,554</u>
General fund	93,735	-	93,735	100,963
Pony fund	5,000	-	5,000	5,000
Veterinary fund	5,000	-	5,000	5,000
Clubhouse fund	45,195	85,236	130,431	133,591
	<u>148,930</u>	<u>85,236</u>	<u>234,166</u>	<u>244,554</u>

The Pony fund is to provide funds for the purchase of additional and replacement ponies. In 2012 year the charity purchased a new pony for £2,500 from the Pony Fund and the trustees designated a further £2,500 to restore the balance on the Pony Fund to £5,000. During the year a pony was sold for £1,000 against a value of £2,500 and the loss has been treated as part of the change in valuation of the stock.

The Veterinary fund is to provide for the health and well being of the charity's ponies to ensure that they have the best possible working life and retirement once they become unable to continue working.