

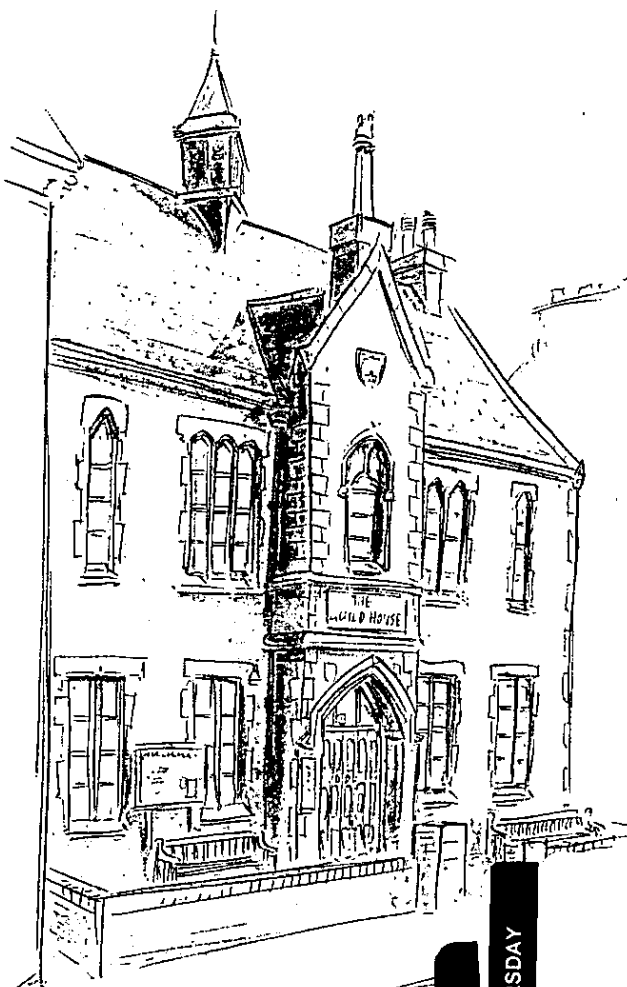
Bedford Guild House

Looking after older people in Bedfordshire.

Registered Office
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BEDFORD
MK40 2QT

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ANNUAL REPORT AND

2007 – 2008

THURSDAY



PC3 23/07/2009 67
COMPANIES HOUSE

FRIDAY

THURSDAY

A73 09/04/2009 127
COMPANIES HOUSE
A52 03/04/2009 127
COMPANIES HOUSE



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Aims and Objectives

To promote the relief of people over 50 in any manner which now is or hereafter may be deemed by law to be charitable within the County of Bedfordshire and surrounding areas.

Services

Bedford Guild House is open from Monday to Friday as a meeting place for anyone over 50 years of age. There is a wide choice of activities on offer including snooker, carpet bowls, art classes, beadwork, crafts, sewing, play reading, computer sessions, belly dancing, line dancing, tea dance, tai-chi, whist, bridge, bingo, scrabble, darts, dominoes, walking, keep-fit, pilates and more.

The Guild House is a popular place for lunches and snacks, served every day at very reasonable prices. We employ a Care Assistant who will help any frail or special needs people enabling them to take part in any activities they wish. This also provides a much needed respite service for family carers.

Holidays are arranged each year, both home and overseas. One holiday is a special needs holiday designed for those who need the help of a carer in order to attend.

The Main Hall and other meeting rooms can be hired by local organisations for a reasonable fee. Catering facilities are also available. There is also a wheelchair loans scheme.

On the practical side, we have a foot specialist and hairdressing for both men and women. Holistic therapies such as reflexology and massage, manicures and pedicures, beauty therapy, etc are now available in our adjoining premises next door at 58 Harpur Street. Benefits advice, pensions and other community groups hold regular sessions at the Guild House.

CHAIRMAN'S REPORT

2007 – 2008 has been a landmark year in the history of Bedford Guild House. During the year your Committee recognised that for the Guild House to meet the challenges of the future and negate trustee's liability, it was essential to change our status to a Charity Limited by Guarantee. This required undertaking a vast amount of administrative work updating and modifying our practices and procedures to comply with Company House requirements. Much of the preparatory work was undertaken during the autumn and winter to ensure this was both the right decision and achievable within the Guild House structure.

At a Special General Meeting held on 19th February 2008 the members gave the Trustee's the mandate to proceed with the change of status. Although we were unable to complete the process within our financial year, we are now a Charity Limited by Guarantee. As previously mentioned the change in status has generated a tremendous additional workload for the staff. It is a great credit to Sonia and her team that this work has gone on in the background and hopefully has had little impact on the day to day running of the Guild House.

Unfortunately our change of status does not alleviate us from the constant need to secure funding to meet the ever increasing costs of the Guild House. Maggie Proctor must again be complimented on her hard work and success in securing grants and funding in an ever competitive environment.

With the change of status I feel that the time is right for me to step down as Chairman. After five enjoyable years, in which the Guild House has grown and developed, I believe the organisation now requires someone who is able to have a more frequent involvement. I would like to thank the Staff, Trustee's and Volunteers for their support and hard work during these last five years. Finally I would like to wish Bedford Guild House a long and successful future in providing friendship, entertainment and opportunities to its members.

MALCOLM SMITH
Chairman

HONORARY TREASURER'S REPORT FOR THE YEAR TO 31 JULY 2008

This is my first year as Honorary Treasurer and, having only recently on retirement become involved with Bedford Guild House, have enjoyed getting to know the people and taking part in some of the activities.

This financial year is made up of 16 months instead of the usual 12 months. This is due to becoming a Charity Incorporated by Guarantee from 1st August 2008. Rather than produce accounts for 12 months to 31st March 2008, then for 4 months to 31st July 2008, the Charity Commission have allowed us this dispensation. It means that year on year comparisons are not useful.

The large deficit this year is mainly because of the difficulty of attracting grants; consequently our reserves are rather lower than we would like. We are doing twice as much in the way of holidays, activities and outings but we need to continue to control costs yet still provide a good range of quality services.

I am grateful to the Chief Officer, assisted by a volunteer, in keeping the books satisfactorily.

Helen Pegg,
Honorary Treasurer

CHIEF OFFICER'S REPORT

This has been a difficult year with many administrative duties brought about by the word 'incorporation'. However, like lots of problems nothing was insurmountable and we seem to be coming out of the fog into easier times.

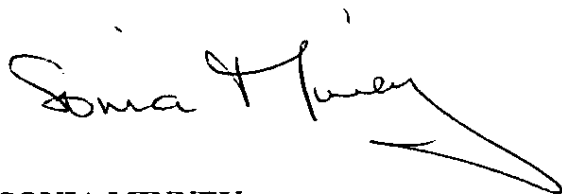
At this Annual General Meeting we will appoint our Board of Directors and from them will be the appointment of Chairman, Vice-Chairman and Treasurer. Incorporation just changes the liability of our trustees and life at the Guild House should continue as before.

Our biggest problem is as always, raising enough money to keep our heads above water and with the current international financial crisis I am sure the knock on effect will be even more difficult times for small voluntary groups like ours to survive. We must, therefore, all pull together to ensure our continuation.

On a happier note, I look back over the last fifteen months as a time when more and more activities have taken place and our client numbers have increased. It is always satisfying to hear people say they don't know what they would have done without the Guild House and it has made all the difference to their lives.

We like to be innovative with our activities and in April we spent a very pleasant day in Brussels, via Eurostar; so enjoyable that we went to Paris in September and plan to go to Lille early next year. Our holidays, particularly the supported break which we do annually, are increasing in demand. If only we could get more single rooms we would find it much easier to accommodate people.

Once again I must mention the support we receive from our staff and volunteers, the Guild House could not exist without them. My grateful thanks go to them all. Our president, Bill Greenish, sadly passed away in early August. The commitment Bill made to the Guild House over many years was second to none and we have all missed her welcoming presence since her illness prevented her from attending.

A handwritten signature in black ink, appearing to read 'Sonia Minney', with a long, sweeping underline that extends to the right.

SONIA MINNEY
Chief Officer

Development Officer's Report

Despite not wanting to kick off on a gloomy note, this year has been a struggle in terms of securing sufficient running costs. The cost of rent, utilities, salaries etc have to be found before we can even begin to look at projects, new activities, extra equipment and so on. We are grateful to those grant making trusts which see the sense in supporting core cost funding but they are becoming scarce although not extinct yet.

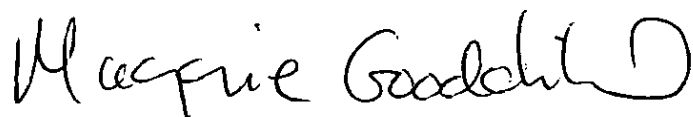
So, what else should we do? Currently we try to engage our service users in fundraising activities and are grateful to those who agree to help. We have also increased the number of lettings at weekends and evenings which is helpful but these alone are not enough. Other local charities experience similar problems and this has been recognised by Ian Curtis, collaborative working officer at Community and Voluntary Services for Mid and North Bedfordshire. Ian invited representatives from local charities to come together to form a Partnership organisation to develop charitable work locally and to promote gift making or legacies to local people by way of a legacy pack to be distributed to solicitors, accountants and other advisory bodies. The Partnership will also organise and deliver fundraising events throughout the year. This is a new and exciting project for local charities and we hope it will be well supported.

His Grace, the Duke of Bedford hosted our 6th annual classic car run (The Bunyan Run) in June. In keeping with tradition, we had glorious weather and an even larger turnout of classic and vintage cars. We are grateful to His Grace for supporting Bedford Guild House and look forward to continuing The Bunyan Run from Woburn over the coming years.

This year we held our first Italian Dinner and Dance at Bromham Village Hall, which was very well attended. My thanks to everyone who came along and for the hard work put in by Lynne Moliterno, our hairdresser.

My thanks, as always, to everyone who plays a part in helping to keep Bedford Guild House a special place – our service users, volunteers, trustees, and colleagues. It is impossible to name everyone but please be assured you are very much appreciated.

I hope the coming year will be a successful one.



Maggie Goodchild
Development Officer

ACHIEVEMENTS FOR 2007/2008

- To maximize the use of rooms for activities
There has been a noticeable increase in the income received from lettings
- To increase our efforts to find an Honorary Treasurer
We have now recruited a new treasurer
- Obtain funding for the kitchen/dining room upgrading
Efforts continue and prices are being obtained before funding applications can be made.
- Investigate internal alterations which could give us more office space
This is being included with the kitchen upgrade.
- Work towards achieving Level II Pqasso
Not yet achieved.
- Ensure all service users are aware of the benefits from legacies should they wish to leave a gift in their will.
We are working jointly with other local charities in Bedford on a legacy strategy
- To set up a volunteers committee to increase fundraising, raise profile and encourage new service users.
Not yet achieved
- Engage with business groups in Bedford to raise awareness of the Guild House.
We are working jointly with other partners of Charities in Bedford Association (CIBA) to engage with business groups in fundraising events.
- To work closely and/or in partnership with other voluntary groups.
Through CIBA as above.
- To create a professional window display in our additional premises to create maximum impact.
We are endeavouring to recruit a volunteer window dresser for this.

General note: Because of the time committed to incorporation matters it has not been possible to achieve as much as we would have liked on some of these objectives.

OBJECTIVES FOR 2008/9

- Obtain funding for the kitchen/dining room upgrading and changes to office layout to give more room for administration duties.
- Set up a volunteers committee to increase fundraising, raise profile and encourage new service users.
- Work towards achieving Level II Pqasso
- To continue our efforts to maximize room usage.
- To increase levels of fund raising for core costs.
- To update the business plan
- To plan a continual review of all policies and procedures to ensure they are all reviewed bi-annually.

OFFICERS AND EXECUTIVE COMMITTEE MEMBERS

PATRON

Mr SC Whitbread

PRESIDENT

Mrs Bill Greenish MBE

VICE PRESIDENTS

Cllr Brian Dillingham

Cllr Mollie Foster

Elizabeth Stevens

TRUSTEES

Mr M Smith

Mrs N Attenborough

Mrs H Pegg

Mr R Hart

Mr P Sharples

Mrs E Mobbs

Mrs M Tompkins

Mrs M Walden

Mr S Barnes

Mr J McCrorie

Chairman

Vice Chairman

Treasurer

Elected Member

Elected Member

Elected Member

Elected Member

Elected Member

Elected Member

Co-opted Member

LOCAL AUTHORITY APPOINTMENTS TO THE BOARD OF TRUSTEES

**County Councillor G Colling
To May 2009**

**Bedfordshire County Council
Social Services Committee.**

Vacancy

Kempston Town Council

Vacancy

Beds Primary Care Trust.

**Cllr M Foster
To June 2009**

Bedford Borough Council

STAFF AND VOLUNTEERS

STAFF:

Mrs Sonia Minney
Mrs Maggie Goodchild
Mrs Pat Payne
Mrs Jenny Bianco
Mrs Carolyn Camy
Mr Peter Swan

Chief Officer
Development Officer
Office Administrator
Carer
Cook
Caretaker

VOLUNTEERS:

Pat Bevan	Rada Brkljac
Sharon Judd	Denise Masek
Winnie Bruce	Ruby Carter
William Doyle	Maureen Foster
Heather Burness	Christine Hunt
Helen Charnock	Margot Partner
Jenny Coggins	Elizabeth Stevens
Edna Stringer	Ron Stringer
Pearl Snell	Maureen Tompkins
Julie Tull	Maureen Colgrave

IT Volunteers: John Nolan, Peter Sharples, Stephanie Davies, Frank Hendrix, Roger Baynes, John Donnison, Richard Gillard, Philip Pugh, Lynda Whelan, Matthew Moubarak, Dennis Rowlett

IT Support:

Neil Pannell

Kitchen Volunteers:

Maureen Foster, Mavis Tomlinson

Receptionists

Ann Birch, Bobby Bolton, Kathleen Evans, Maureen Tompkins, Joy Woodruff, Mary Fossey, Barbara Larkin

Office Volunteers:

Jim Birch, James Edgeworth, John McCrorie, Mary Thundercliffe, Bob Aley, Tony Weston, Suzanne Barrett.

E-Bay Charity Shop:

Stan Barnes,

Drivers:

Bernard Clare, Peter Sharples

TUTORS AND GROUP LEADERS:

Art:	Eric Seeley, Celia Maddison, Ron Ramgopal; Su Seeley
Craft Work	Wendy Hook, Stephanie Davies
Tea Dance:	Reg Challinor
Line Dancing:	Reg Challinor
Tai Chi	Richard Miller
Play Reading:	Christine Hunt
Beadwork:	Gillian Ashwell
Sewing Circle:	Stephanie Davies, Wendy Hook,
Keep Fit:	Barrie Robinson, Hazel Dudley
Walking Group	Pat Payne, Maureen Tompkins, Peter Sharples, Neil Pannell
Creative Writing:	Gillian Campbell
Bingo Club	Ruby Carter
Whist Drive	Walter Champkin

OTHERS:

Holiday Organiser	Peter Sharples
Holiday Carers:	Maureen Tompkins, Jackie Tyler, Sue Lawrence, Helen Pegg.
Hairdresser:	Lynn Moliterno
Foot Specialist:	Joe McDonagh
Beauty Therapist	Tara Bithrey
Holistic Therapist	Pam Knight

We would like to thank the following for their help and support, financial or in kind, over the past year: -

Roland Allen	Asda Distribution
Association of Wrens	Bedford Borough Council
Beds & Luton Learning Partnership	Bedford Bid
Bedford Rotary Club	Bedford Creative Arts
Bedford Castle Rotary Club	Bedford Community Rights
Bedford Funding Advice Bureau	Bedford Harpur Lions
Bedford MG Owners Club	Bedford Park Rotary Club
Bedford Volunteer Bureau	Bedfordshire County Council
Bedfordshire Health Promotion Agency	Bedfordshire Primary Care Team
Bedfordshire Pilgrims Housing Association	Bedfordshire Social Services
Beds and Luton Community Foundation	Castrol Oil
Borneo Linnells	Cllrs Tom & Mollie Foster
Reg Challinor	Chamber of Business

Dragons Restaurant
RH Gale Charitable Trust
Mid Beds District Council
North Beds Community Transport (Door to Door)
North Beds CVS
Putnoe Heights Church
St John's Hospital Trust
Elizabeth Stevens
The Duke of Bedford
The Panacea Society
The Whist Group
Charles Wells Brewery

Gunns Bakery
HSBC Bedford
Richard Miller
Nick Kier
Old Warden Vineyard
Simon Whitbread Trust
St Peter's Church
The Bedford Charity
The Bingo Club
The Time of Our Lives Theatre Group
Times and Citizen Newspaper
WEA

And all those other people who have supported us throughout the year in various ways, to help us ensure the continuation of our facilities.

Thank you all

Legal and Administrative Information
Year Ended 31st July 2008

Charity Number 288466

Voting Trustees:

Mr Malcolm Smith
Mrs N Attenborough
Helen Pegg
Mr R Hart
Mr Peter Sharples
Mrs E Mobbs
Mrs M Tompkins
Mrs M Walden
Mr J McCrorie
Mr Stan Barnes

Chairman
Vice Chairman
Treasurer
Elected Member
Elected Member
Elected Member
Elected Member
Elected Member
Co-opted Member
Elected Member

Non-Voting Trustees:

County Councillor G Colling

Vacancy
Vacancy
Cllr M Foster

Bedfordshire County Council
Social Services Committee.
Kempston Town Council
Beds Primary Care Trust.
Bedford Borough Council

Principal Office:

The Bedford Guild House
56 Harpur Street.
Bedford MK40 2QT

Independent Examiner:

David Brownridge

Bankers:

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

BEDFORD GUILD HOUSE
COMMITTEE'S RESPONSIBILITIES
FOR THE YEAR ENDED 31 July 2008

Statement of Committee's Responsibilities

Charity Law requires the committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements, the committee are required to:-

1. select suitable accounting policies and then apply them consistently;
2. make judgements and estimates that are reasonable and prudent;
3. state whether the policies adopted are in accordance with the Charities SORP and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
4. prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The committee 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 Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Approved by the Committee on 15.10.08 and signed on its behalf by:



M Smith – Chairman

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 JULY 2008

	Notes	Unrestricted Funds £	Restricted Funds £	Total £	2007 £
Income and Expenditure	2				
Incoming Resources					
Grants	3	41,620	36,795	78,415	94,605
Membership subscriptions		8,195		8,195	5,737
Donations		14,129		14,129	3,813
Investment Income		1,786		1,786	1,239
Activities for generating Funds	4	138,153	1,825	139,978	78,519
Stewardship - Payroll Giving Scheme		497		497	589
Inland Revenue - Gift Aid		1,175		1,175	392
Total Income		<u>205,555</u>	<u>38,620</u>	<u>244,175</u>	<u>184,894</u>
Resources Expended					
Direct charitable expenditure	5	214,452	3,178	217,630	159,890
Cost of generating funds	6	39,151	3,800	42,951	21,854
Management & Administration	7	2,578		2,578	3,287
Transfer between funds	13	-32,495	32,495	0	0
Total Expenditure		<u>223,686</u>	<u>39,473</u>	<u>263,159</u>	<u>185,031</u>
Net Income (loss for the year)		-18,131	-853	-18,984	-137
Balances brought forward		29,450	1,000	30,450	30,587
Balances carried forward		<u>11,319</u>	<u>147</u>	<u>11,466</u>	<u>30,450</u>

BEDFORD GUILD HOUSE**BALANCE SHEET AS AT 31st July 2008**

	Notes	£	£	2007 £
Fixed Assets				
Tangible assets	8	0	0	0
Current Assets				
Stock	9	0		1,036
Investments	10	1,545		1,545
Cash at bank and in hand		12,200		27,973
Debtors	11	7,143		1,776
		20,888		32,330
Creditors: Amounts falling due within one year	12	9,422		1,880
Net Current Assets			11,466	30,450
Total Assets			11,466	
Funds	13			
Unrestricted			11,319	30,450
Restricted			147	0
			11,466	30,450

The directors have taken advantage of the Companies Act 1985 in not having these accounts audited under Section 249A(1) (total exemption).

The directors have confirmed that no notice has been deposited under Section 249B(2) of the Companies Act 1985.

The directors have acknowledged their responsibilities for ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985.

The directors have acknowledged their responsibilities for preparing accounts which give a true and fair view of the company and of its profit/loss (whichever is applicable) for the year then ended 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 accounts, so far applicable to this company.

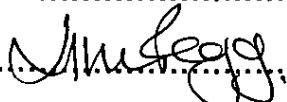
Approved by the Committee on 17th July 2009 and signed on its behalf by

Chairman
S Barnes



Director

Print Name..... Mrs Helen M. Regg.....

Signature..... .....

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2008**2. Date of the financial year end**

Because of the Charity's new status as an Incorporated Charity from 1st August 2008 the Charity Commission permitted the organisation to delay its usual year end from 31st March 2008 to 31st July 2008. Year on year comparisons are NOT therefore helpful, but 2007's figures for 12 months are included for completeness

3. Grants Received

	Unrestricted Funds £	Restricted Funds £	Total £	2007 £
From last year		1,000	1,000	4,000
Bedfordshire County Council		22,260	22,260	14,350
Bedford Borough Council	17,120		17,120	10,000
Anonymous funding organisations	12,000		12,000	11,000
Panacea Society	10,000		10,000	25,000
Lloyds TSB		5,000	5,000	5,000
The Bedford Charity		4,235	4,235	
Simon Whitbread Trust		2,400	2,400	
Anonymous		1,500	1,500	
St John's Hospital Trust	1,500		1,500	1,000
Mid-Bedfordshire District Council		1,400	1,400	
RH Gale Charitable Trust	1,000		1,000	1,000
House of Industry				10,000
UK Online				8,333
HSBC Bank				2,322
The Ibbett Trust				1,000
Balney Charitable Trust				1,000
Frognal Trust				600
	<u>41,620</u>	<u>37,795</u>	<u>79,415</u>	<u>94,605</u>

4. Activities for generating funds

	Unrestricted Funds £	Restricted Funds £	Total £	2007 £
Guild House Lettings	28,354		28,354	9,898
Activities, Outings, Holidays	48,558		48,558	23,412
Fundraising	25,557		25,557	15,330
Sales	15,074		15,074	12,395
Bingo Club		1,825	1,825	1,029
Dining Room	20,586		20,586	16,256
Whist	24		24	71
Photocopier	0		0	128
	<u>138,153</u>	<u>1,825</u>	<u>139,978</u>	<u>78,519</u>

BEDFORD GUILD HOUSE**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2008**

5. Direct charitable expenditure	Unrestricted Funds	Restricted Funds	Total	2007
	£	£	£	£
Salaries and social security costs	120,890		120,890	82,954
Other staffing costs	675		675	2
Rent	19,583		19,583	17,498
Water charges	2,058		2,058	2,389
Water Cooler	1,659		1,659	0
Insurance	3,627		3,627	2,933
Light and Heat	10,676		10,676	5,308
Telephone	2,042		2,042	1,577
Repairs and Maintenance	14,250	1,500	15,750	10,068
Furniture and equipment purchase	1,304		1,304	5,304
Printing, postage, stationery	6,036		6,036	4,917
Training	184		184	266
Tuition Fees	29,718		29,718	12,839
Dues and subscriptions	1,025		1,025	10
Bingo Club costs		1,678	1,678	
Whist costs	16		16	
Sundry Expenses	138		138	152
Residue-2006/07	571		571	
Cyber café and Linkway Project costs	0		0	13,673
	<u>214,452</u>	<u>3,178</u>	<u>217,630</u>	<u>146,065</u>

No employee received emoluments of more than £50,000

6. Cost of generating funds	Unrestricted Funds	Restricted Funds	Total	2007
	£	£	£	£
Cost of sales, Dining Room and activities	30,394		30,394	17,509
Fundraising and publicity	8,757	3,800	12,557	4,345
	<u>39,151</u>	<u>3,800</u>	<u>42,951</u>	<u>21,854</u>

7. Management and administration of the charity

	Unrestricted Funds	Restricted Funds	Total	2007
	£	£	£	£
Accountancy	250		250	250
Legal and professional charges	2,304		2,304	2,820
Bank charges	24		24	217
	<u>2,578</u>	<u>0</u>	<u>2,578</u>	<u>3,287</u>

8. Tangible Assets

There are no tangible assets as we no longer own property

BEDFORD GUILD HOUSE

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NOTES TO THE STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2008

9. Stock

Stock has been written out of balance sheet as insignificant

10. Investments

8% Treasury Stock

This stock is redeemable at par on 7th December 2015

Total	2007
£	£
1,545	1,545

11. Debtors

Debtors

Prepayments and accrued income

Total	2007
£	£
2,623	660
4,520	1,116
7,143	1,776

12. Creditors: Amounts falling due within one year

Trade Creditors

Deferred Income

Accruals - audit fees

Total	2007
£	£
3,480	630
5,692	1,000
250	250
9,422	1,880

13. Movement on Funds

Restricted Funds

brought forward

Bedfordshire County Council

Lloyds TSB

The Bedford Charity

Simon Whitbread Trust

Anonymous

Mid-Beds District Council

Bingo Club

Total Restricted Funds

Unrestricted Funds

Total Funds

1st April 2007	Incoming Resources	Outgoing Resources	31st July 2008
£	£	£	£
	1,000	1,000	0
	22,260	22,260	0
	5,000	5,000	0
	4,235	4,235	0
	2,400	2,400	0
	1,500	1,500	0
	1,400	1,400	0
0	37,795	37,795	0
	1,825	1,678	147
0	39,620	39,473	147
29,450	205,555	223,686	11,319
29,450	245,175	263,159	11,466

14. Volunteers

The Charity has benefitted from the input of volunteers.

The financial value of the hours the volunteers have given the Guild House has been estimated at £7.210 and is not reflected in the accounts

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INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

REPORT TO THE TRUSTEES OF THE BEDFORD GUILDHOUSE (CHARITY
1123721) ON ACCOUNTS FOR THE PERIOD ENDED 31st JULY 2008

Respective responsibilities of trustees and examiner

The Trustees consider that an audit is not required for this period and that an independent examination is needed.

It is my responsibility to

- Examine the Accounts (under s43 of the Charities Act 1993 as amended)
- Follow the procedures laid down in the General Directions given by the Charity Commission under the Act
- State whether particular matters have come to my attention.

Basis of independent examiner's statement

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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

In the course of my examination, no matter has come to my attention :

1. which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that proper accounting records are kept, and accounts are prepared which agree with the accounting records and comply with the requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature

Signed *D.K. Brownridge*

Date 28-11-08

Name David Kenneth Brownridge

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