

REPORT and ACCOUNTS

For the Year Ended 31 December 2009

FOR

GUILDFORD TOWN CENTRE CHAPLAINCY

(a charitable company limited by guarantee)

TOWN CENTRE
CHAPLAINCY

guildford



Company Number: 6639603

Registered Charity Number: 1126056

GUILDFORD TOWN CENTRE CHAPLAINCY

CONTENTS OF THE ACCOUNTS For the Year Ended 31 December 2009

	Page Number
Annual Report and Accounts	2 – 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8,9

GUILDFORD TOWN CENTRE CHAPLAINCY

DIRECTOR'S REPORT For the Year Ended 31 December 2009

General Information

Directors (Charity Trustees)	Revd A Wheeler (Chairman) Mr R Boreham (resigned 7 October 2008) Mr N Campion-Smith Dr J Lomas Revd C Matthews Revd A Norman Mr G David Mr B France (Treasurer/Secretary) Mr T Wears Mrs M O'Shaughnessy
------------------------------	--

Registered Office	5 Grantley Gardens GUILDFORD GU2 8BS
-------------------	--

Registered Charity Number	1126056
---------------------------	---------

Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill WESTMALLING ME19 4JQ
---------	---

Independent Examiner	Mr Paul Chamberlain FCA, DChA 3 Burford Lea Elstead, GODALMING GU8 6HT
----------------------	--

The Directors who are the charity trustees for the purposes of the Charities Act 1993 have pleasure in presenting their report in compliance with both the Act and the Companies Act 2006, together with the financial statements prepared under the latter Act, for the Year Ended 31 December 2009

Organisation and Management

Guildford Town Centre Chaplaincy ('GTCC') is a registered charity and a company limited by guarantee. It is governed by its memorandum and articles of association as issued on 7 July 2008. The names of the Trustees, including those serving during the period, are set out on this page along with other useful information.

The Trustees have delegated the Trust's day to day management to the Town Centre Chaplain, Treasurer and Street Angels Co-ordinator. Updated written reports and financial statements are prepared and presented to the board at each meeting.

All Trustees appointed are interested parties to the project and in the main represent Churches supporting the project. Other potential Trustees names are brought before a formal meeting of the current Trustees for consideration and if agreed by the meeting are asked to become a Trustee.

Mr Paul Chamberlain has been appointed as Independent Examiner.

GUILDFORD TOWN CENTRE CHAPLAINCY

DIRECTOR'S REPORT (continued) **For the Year Ended 31 December 2009**

Purpose and Mission

The charitable purpose for which GTCC has been established is to help those in need during certain periods of time in the town centre and to advance Christian support by means of a chaplain based within Guildford Town Centre.

Principal Activities

GTCC activities focus on two objectives

Street Angels

This is the recruitment of volunteers who will then operate within the Guildford town centre on a Friday and Saturday night to help those in need. This has been successfully operating throughout the year on a Friday and from July on a Saturday also

Town Centre Chaplaincy

A chaplain has been appointed on a part time basis from 1 January 2010 moving to a full time basis from 1 April 2010 and will operate within the Guildford town centre.

It is considered that both these objectives are for the benefit of the public and that the Trustees have therefore complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission guidance published in this respect.

Review of Activities and Achievements

GTCC came into existence during July of 2008 and started to raise funds from Churches within Guildford to achieve its objectives which were to recruit volunteers to have a visible presence in Guildford Town Centre on both Friday and Saturday nights to help those who may need assistance for numerous reasons. The visible presence on a Friday night has continued throughout the year. In early 2009 further recruitment took place and following a second commissioning service a visible presence on a Saturday night commenced on 20 June. During the year some 6,000 people have been contacted and in many cases helped. It has also been recognised by the authorities that the presence of volunteers on the streets has in fact reduced crime within the Town Centre on a year on year basis.

The Trustees having seen the success of the work to date with the volunteers felt it was correct to move on to the second phase of the purpose and mission of the charity. Advertising of the post of Chaplain took place and following a good response and detailed interviews a chaplain was appointed. The chaplain will take up the post on a part time basis from 1 January 2010 moving to full time from 1 April 2010.

Financial Review

GTCC income for the year amounted to £47,279 of which £30,652 has been expended on the recruitment and organisation of the street angels and the appointment of a Chaplain to commence part time from 1 January 2010

This leaves a balance of £35,758 carried forward to the current year of which £7,591 has been specifically given for the costs of the town chaplain.

GUILDFORD TOWN CENTRE CHAPLAINCY

Guilford

DIRECTOR'S REPORT(continued) For the Year Ended 31 December 2009

Reserves Level Policy

The Trustees having considered a number of issues feel the ultimate aim of the charity is to accumulate sufficient reserves to cover the costs of operation for one year.

Risk Management

The Board reviews regularly the risks associated with the operations currently being carried out and feel the systems in place are operating successfully at present.

Directors' Responsibilities

Company law requires the directors to prepare financial statements as 'Companies Act' accounts for each financial year to give a true and fair view of the state of affairs of the company and of its income surplus/deficit for the period. In preparing the financial statements the directors are required to:

To select the most suitable accounting policies and then apply them consistently

Make judgements and estimates that they consider reasonable and prudent

Disclose and explain any departure from Companies Act accounting principles

Prepare the financial statements on a 'going concern' basis unless it is inappropriate to presume that the charity will continue to operate.

The directors are responsible for keeping proper accounting records which 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 also required by charity law, ensuring their proper application and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the directors are aware, we have each taken steps that we ought to have taken in order to make ourselves aware that the accounts reflect the correct financial position.

Approved by the Board on 28/05/2010

A.C. Wheeler

Signed on its behalf by

Andrew Jones

Director (as authorised)

GUILDFORD TOWN CENTRE CHAPLAINCY

Guildford

Independent Examiner's Report to the members of the Guildford Town Centre Chaplaincy For the year ended 31 December 2009

I report on the accounts of the company for the year ended 31 December 2009, which are set out on pages 6 to 9.

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. I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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

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



19 May 2010

Paul Chamberlain FCA, DChA
3 Burford Lea
Elstead,
GODALMING
GU8 6HT

GUILDFORD TOWN CENTRE CHAPLAINCY

STATEMENT OF FINANCIAL ACTIVITY (Income and Expenditure Account) For the Year Ended 31 December 2009

	NOTE	General Fund	Restricted Fund	2009 Total Funds	2008
		£	£	£	£
Incoming Resources					
Donations		40,159	7,000	47,159	37,438
Interest receivable		120	0	120	42
Total Income	2	40,279	7,000	47,279	37,480
Resources Expended					
<i>Charitable Activities:</i>					
Employment/organisation of Street Angels	4	27,656	0	27,656	18,349
Employment/operations of Chaplaincy		0	2,409	2,409	0
Governance		587	0	587	0
Total Resources Expended		28,243	2,409	30,652	18,349
NET INCOMING / (OUTGOING) RESOURCES		12,036	4,591	16,627	19,131
Fund balances brought forward at 31.12.08		16,131	3,000	19,131	0
Fund balances carried Forward at 31 .12.09		£28,167	£7,591	£35,758	£19,131

- ❖ All the Charity's activities are classed as continuing.
- ❖ The notes on Pages 8 and 9 form part of these accounts.
- ❖ The charity has no recognised gains or losses other than those shown above.

GUILDFORD TOWN CENTRE CHAPLAINCY

Guildford

BALANCE SHEET As at 31 December 2009

NOTE	General Fund	Restricted Fund	2009 Total Funds	2008 Total Funds
	£	£	£	£
FIXED ASSETS				
Tangible assets	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
CURRENT ASSETS				
Debtors	5,137	0	5,137	0
Cash at Bank	29,671	14,591	44,262	19,131
	<u>34,808</u>	<u>14,591</u>	<u>49,399</u>	<u>19,131</u>
CURRENT LIABILITIES				
Creditors (Amounts falling due within one year)	6,641	7,000	13,641	0
Net Current Assets / (Liabilities)	<u>28,167</u>	<u>7,591</u>	<u>35,758</u>	<u>19,131</u>
NET ASSETS	<u>£28,167</u>	<u>£7,591</u>	<u>£35,758</u>	<u>£19,131</u>
REPRESENTED BY:				
General Fund	28,167		28,167	16,131
Restricted Fund		7,591	7,591	3,000
	<u>£28,167</u>	<u>£7,591</u>	<u>£35,758</u>	<u>£19,131</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the Companies Act 2006 small companies regime

❖ The notes on Pages 8 and 9 form part of these accounts

Approved by the Board on 28 March 2010

Signed on its behalf by

A.C. Wheeler

Director (as authorised)

Julian Grew

Director (as authorised)

Company Number 6639603

GUILDFORD TOWN CENTRE CHAPLAINCY

NOTES TO THE FINANCIAL STATEMENTS For the Year Ended 31 December 2009

1. ACCOUNTING POLICIES

1.1 *Basis of preparation*

The financial statements have been prepared under the Companies Act 2006 as 'Companies Act' accounts on the historical cost convention in accordance with applicable Accounting and Financial Reporting Standards and the Charities SORP 2005, having regard to the substance of transactions and arrangements in accordance with generally accepted principles or practice.

1.2 *Fund Accounting*

General Funds are unrestricted, which as such are available for use or retention at the discretion of the directors, in accordance with the Trust's Objectives

Restricted Funds are funds subject to specific restrictive conditions imposed by the donors

1.3 *Incoming Resources*

All income is accounted for on a receivable basis

1.4 *Resources Expended*

All expenditure is accounted for on an accruals basis. Where incurred in order to further the charitable objects directly they are accounted for as a charitable activity. Project support cost will be allocated as appropriate.

2. COMPANY STATUS

The Trust is a charitable company limited by guarantees of £1 each by its members, representatives of churches within the Borough of Guildford.

3. INCOMING RESOURCES

	Year Ended 31.12.09 £	Period Ended 31.12.08 £
Churches	26,025	27,010
Individual Donations	7,534	1,078
Other Organisations	13,600	9,350
	<u>47,159</u>	<u>37,438</u>
Interest Received	120	42
	<u>£47,279</u>	<u>£37,480</u>

4 EXPENDITURE

5 DEBTORS

6. CREDITORS

- 9 -