

SHERBORNE COMMUNITY ARTS CENTRE TRUST

COMPANY REGISTRATION NUMBER: 07087384

REGISTERED CHARITY NUMBER: 1136505

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH NOVEMBER 2014

**LANHAM & FRANCIS
CHARTERED ACCOUNTANTS
CHURCH HOUSE
CHURCH STREET
YEOVIL
SOMERSET**



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28/08/2015

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COMPANIES HOUSE

SHERBORNE COMMUNITY ARTS CENTRE TRUST
FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH NOVEMBER 2014

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The following pages do not form part of the statutory financial statements

Detailed income and expenditure account	Appendix 1
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SHERBORNE COMMUNITY ARTS CENTRE TRUST
COMPANY INFORMATION
FOR THE YEAR ENDED 30TH NOVEMBER 2014

DIRECTORS

MR I D DODDS CA

GENERAL SIR ROBERT A FRY KCB CBE

MR A C BROWNE

MRS J S BAKER

MS J E R SMITH

MR J BUCKLEY FCA

COMPANY REGISTERED NUMBER

07087384

CHARITY REGISTERED NUMBER

1136505

REGISTERED OFFICE

77A CHEAP STREET

SHERBORNE

DORSET

DT9 3BA

REPORTING ACCOUNTANTS

LANHAM & FRANCIS

CHARTERED ACCOUNTANTS

CHURCH HOUSE

CHURCH STREET

YEOVIL

SOMERSET

BA20 1HB

SHERBORNE COMMUNITY ARTS CENTRE TRUST
DIRECTORS REPORT
FOR THE YEAR ENDED 30TH NOVEMBER 2014

The directors present their report and the financial statements for the period ended 30th November 2014.

The company is limited by guarantee.

The Company is governed by the Memorandum and Articles of Association drawn up on its incorporation and by the Statement of Recommended Practice – Accounting and Reporting by Charities 2005.

PRINCIPAL ACTIVITY

The principal activity of the company is to establish, maintain and manage a community arts quarter, and to establish and maintain exhibition space for the use of the community and to promote and advance art education and practice for the benefit of the public.

RECRUITMENT AND APPOINTMENT OF COUNCIL OF MEMBERS

The directors of the company are also Charity Trustees. Under the requirements of the Memorandum and Articles of Association, trustees are elected by full members at the Annual General Meeting.

All trustees must retire at the first Annual General Meeting and thereafter one third of the trustees has to retire from office annually and shall be eligible for re-election. Sherborne Town Council may appoint one of its members as an ex officio trustee.

The Council of Management may co-opt additional Trustees during the year but such trustees must stand for election at the next Annual General Meeting.

Full members are those who have been approved by the trustees and have fully paid their annual subscriptions. The trustees may establish classes of membership with different rights and obligations.

Each full member, including the trustees, is liable to a contribution of £1 in the event of the charity winding up.

TRUSTEES' INDUCTION AND TRAINING

Under induction and training procedures both existing and new trustees are advised to study the Charity Commission's online document CC3 - The Essential Trustees: What You Need to Know. The charity provides access to training courses and seminars for individual trustees where this is deemed to be of benefit to the charity.

SHERBORNE COMMUNITY ARTS CENTRE TRUST
DIRECTORS' REPORT
FOR THE YEAR ENDED 30TH NOVEMBER 2014
(CONTINUED)

ORGANISATIONAL STRUCTURE

The trustees administer the charity and may call a general meeting at any time at a minimum of fourteen days' notice but normally meet every month.

The trustees administer the charity but may not receive any remuneration for so doing.

ACHIEVEMENT AND PERFORMANCE

During the year the trustees have explored a greater degree of co-operation with the Sherborne House Trust. The trust has also been approached by a potential benefactor who has commissioned two architectural companies to come up with potential designs. The trustees have informed the town, district and county councils of the development and all agencies are working together to find a collectively beneficial outcome.

HOW OUR ACTIVITIES DELIVER PUBLIC BENEFIT

The facilities we intend to create will benefit Sherborne and North Dorset by the provision of arts and gallery facilities that are currently unavailable within the area. We continue to review our aims and objectives in the light of the Charity Commission's general guidance.

FINANCIAL REVIEW

The trustees keep all of the charity's activities under constant review to ensure that its objectives are met.

The charity has a surplus of £10,367 (2013 £8,386) which the trustees feel is satisfactory in view of the current economic climate and the stage reached in establishing a new arts centre. The charity also has a website and social media presence to raise its profile.

No income was received from the charity's main incoming resources of unrestricted grants from West Dorset District Council for £nil (2013 £15,000). Unrestricted donations of £2,294 (2013 £2,091) and bank interest £14 (2013 £4) were received during the year.

SHERBORNE COMMUNITY ARTS CENTRE TRUST
DIRECTORS' REPORT
FOR THE YEAR ENDED 30TH NOVEMBER 2014
(CONTINUED)

DIRECTORS

The directors of the company during the year were as follows:-

Mrs J S Baker	Mr I D Dodds CA
Mr R E Hickman (retired 31 st October 2014)	General Sir Robert Fry
Mr M J Peart (died 2 nd April 2015)	Ms J E R Smith
Mr A Browne	Mr J Buckley FCA

In accordance with the Memorandum and Articles of Association, one third of the Trustees retire. Accordingly General Sir Robert Fry and Ms J E R Smith retired but both offered themselves for re-election at the Annual General Meeting.

The company is limited by guarantee and therefore the directors have no shareholdings. They are all members of the charity and are therefore all liable to £1 contribution upon the charity's winding up.

RESERVES POLICY

The trustees are aware that there is a difficult economic climate currently. They are pursuing sources of grant funding and planning fundraising activities to build up reserves to meet the costs of future building work.

The trustees constantly review their reserves to ensure that a satisfactory level is maintained

RISK POLICY

The major risks to which the charity is exposed have been discussed by the trustees and are regularly reviewed to ensure systems are in place to manage them.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial period which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period.

In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

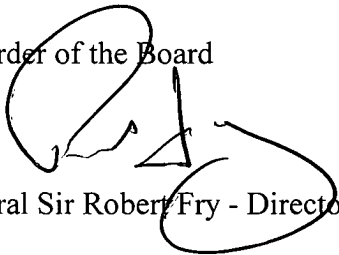
- (a) select suitable accounting policies and then apply them consistently;
- (b) make judgments and estimates that are reasonable and prudent;
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements and
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

SHERBORNE COMMUNITY ARTS CENTRE TRUST
DIRECTORS' REPORT
FOR THE YEAR ENDED 30TH NOVEMBER 2014
(CONTINUED)

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law. They are also responsible for safekeeping the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and irregularities.

The directors' report is prepared in accordance with special provisions of the Companies Act 2006 applicable to small companies.

By Order of the Board

A large, stylized handwritten signature in black ink, appearing to be 'R. Fry', is written over the text 'By Order of the Board' and 'General Sir Robert Fry - Director'.

General Sir Robert Fry - Director

27.8.2015.

**ACCOUNTANTS' REPORT TO THE
MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF
SHERBORNE COMMUNITY ARTS CENTRE TRUST**

We report on the financial statements for the year ended 30th November 2014 set out on pages 7 to 14.

Respective responsibilities of trustees and reporting accountants

As described on page 4 the company's directors are responsible for the preparation of the financial statements, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed 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 financial statements 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 financial statements are in agreement with the accounting records kept by the company under Sections 386 and 387 of the Companies Act 2006;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
 - i. the financial statements have been drawn up in a manner consistent with the accounting requirements specified in Sections 394 and 395 of the Act; and
 - ii. the company satisfied the conditions for exemption from an audit of the financial statements for the year specified in Section 477 of the Act.


REPORTING ACCOUNTANTS

Church House
Church Street
Yeovil
Somerset
BA20 1HB

Date: 27/8/15

SHERBORNE COMMUNITY ARTS CENTRE TRUST
STATEMENT OF FINANCIAL ACTIVITIES
UNRESTRICTED FUNDS AND RESTRICTED FUNDS
FOR THE YEAR ENDED 30TH NOVEMBER 2014

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 30.11.14 £	Total Funds 30.11.13 £
Incoming resources from generated funds					
<i>Voluntary income</i>					
Grants receivable	2	0	-	0	15,000
<i>Activities for generating funds:</i>					
Other income	2	2,308	-	2,308	2,401
Incoming resource from charitable activities					
Fundraising		-	-	-	-
TOTAL INCOMING RESOURCES		2,308	-	2,308	17,401
Resources expended					
Cost of generating funds					
Costs of generating voluntary income	4	80	-	80	25,510
Governance costs	4	247	-	247	247
Total resources expended		327	-	327	25,757
Net movement in funds	5	1,981	-	1,981	(8,356)
Fund balances brought forward at 1st December 2013		8,386	000	8,386	16,742
Fund balances carried forward at 30th November 2014		10,367	0	10,367	8,386

None of the company's activities was acquired or discontinued during the above period.

There are no recognised gains or losses in 2014 other than the deficit for the year.

The statement of financial activities incorporates the income and expenditure account.

SHERBORNE COMMUNITY ARTS CENTRE TRUST
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30TH NOVEMBER 2014

	Unrestricted £	Restricted £	2014 £	2013 £
Gross income of continuing activities	2,308	-	2,308	17,401
Total expenditure of continuing activities	(327)	-	(327)	(25,757)
NET INCOME/(EXPENDITURE)	<u>1,981</u>	<u>-</u>	<u>1,981</u>	<u>(8,356)</u>
FOR THE PERIOD	<u><u>1,981</u></u>	<u><u>-</u></u>	<u><u>1,981</u></u>	<u><u>(8,356)</u></u>

Detailed analyses of the expenditure are provided in the Statement of Financial Activities and the notes on pages 10 to 14.

Registered Number 07087384

SHERBORNE COMMUNITY ARTS CENTRE TRUST

BALANCE SHEET AS AT 30TH NOVEMBER 2014

	Note	£	2014 £	£	2013 £
CURRENT ASSETS					
Cash at bank and in hand		9,929		8,948	
Debtor – Gift Aid Claim		<u>438</u>		<u>438</u>	
			10,367		9,386
CREDITORS			<u>0</u>		<u>(1,000)</u>
NET CURRENT ASSETS			<u>10,367</u>		<u>8,386</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>10,367</u>		<u>8,386</u>
CAPITAL AND RESERVES					
Restricted funds	9		10,000		10,000
Unrestricted funds			<u>367</u>		<u>(1,614)</u>
			<u>10,367</u>		<u>8,386</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 30th November 2014.

The members have not required the company to obtain an audit of its financial statements for the period ended 30th November 2014 in accordance with Section 476 of the Companies Act 2006.

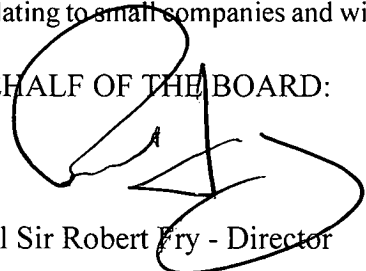
The directors acknowledge their responsibilities for:

a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and

b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each 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 financial statements, so far as applicable to the company.

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

ON BEHALF OF THE BOARD:


General Sir Robert Fry - Director


Mr I D Dodds - Director

Approved by the Board on 27th August 2015

SHERBORNE COMMUNITY ARTS CENTRE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30th NOVEMBER 2014

1 ACCOUNTING POLICIES

Accounting Convention

These financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Donations made under the Gift Aid scheme are recognised when received. The amount recoverable from HMRC is accrued for at that point. Donations received are reported net of bank transaction charges.

Incoming resources from grants, relating to specifically the provision of goods or services as part of charitable activities or services to clients are included in full in the Statement of Financial Activities when receivable, and allocated to the period to which they relate.

Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Some items of expenditure are inclusive of VAT, which cannot be recovered and is reported as part of the expenditure to which it relates:

The cost of generating funds comprises the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services to its members and general public. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

The allocation of costs is detailed in note 4.

Volunteers

The value of service provided by volunteers is not incorporated into these financial statements.

SHERBORNE COMMUNITY ARTS CENTRE TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH NOVEMBER 2014**

Restricted Funds

This relates to amounts donated for specific purposes and is written off as and when it is utilised for the specific purpose intended.

Unrestricted Funds

This relates to amounts received for general purposes and is utilised for the general running costs of the company as required.

Liabilities

Liabilities are accounted for in the period to which they relate.

2 INCOMING RESOURCES FROM GENERATED FUNDS

	Unrestricted	Restricted	2014	2013
	£	£	£	£
West Dorset District Council	-	-	-	15,000
Sherborne Town Council	-	-	-	-
Simon Digby (Sherborne)	-	-	-	-
Memorial Trust	-	-	-	-
Donations	2,294	-	2,294	2,211
Gift Aid due from HMRC	-	-	-	186
Other income-bank interest	<u>14</u>	<u>-</u>	<u>14</u>	<u>4</u>
	<u>2,308</u>	<u>-</u>	<u>2,308</u>	<u>17,401</u>

The activity undertaken to generate voluntary income is the application to various bodies for grants to finance administration and other expenses incurred by the charity.

**3 INCOMING RESOURCES FROM ACTIVITIES TO FURTHER
THE CHARITY'S OBJECTIVES**

	Unrestricted	Restricted	2014	2013
			£	£
Fundraising activities	-	-	-	-
	=====	=====	=====	=====

SHERBORNE COMMUNITY ARTS CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30TH NOVEMBER 2014

4 TOTAL RESOURCES EXPENDED

	Arts Centre Construction £	Voluntary Income £	Governance £	2014 £	2013 £
Costs directly related to activities					
Architects fees					
Planning and survey fees					
Business plan fees					
Casual assistance					
Fundraiser's fees					21,675
Fundraising expenses		80		80	336
DVD costs					
Advertising and promotion					2423
Website expenses					42
Support costs allocated to activities					
Meeting expenses					
Presentation expenses					320
Training fees					492
Travel					
Postage, stationery and printing					222
Insurance		247		247	247
Research costs					
	_____	327	_____	327	25,757
	_____	_____	_____	_____	_____

5 NET INCOME RESOURCES FOR THE YEAR

This is stated after charging:

	2014 £	2013 £
Directors' remuneration	-	-
Accountants' remuneration	-	-
	=====	=====

During the period trustees have been reimbursed for direct training courses and travel costs relating thereto, meeting and other sundry expenses incurred in connection with services provided to the company. The trustees did not receive any remuneration.

	2014	2013
Number of trustees paid expenses	0	3
	£	£
Total amount paid	0	504
	=====	=====

SHERBORNE COMMUNITY ARTS CENTRE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30TH NOVEMBER 2014

6 STAFF COSTS

	2014 No.	2013 No.
The total number of employees, by function was:-		
Charitable activities	1	1
Governance and others	0.5	0.5
	—	—
	1.5	1.5
	=====	=====

The number of equivalent full time employees was calculated by the Treasurer and has been apportioned on the number of hours each trustee spends on each function. The directors received no remuneration but expenses of £nil(2013 £221) were paid to Mr R E Hickman, £nil (2013 £96) to Mr M Peart and £nil (2013 £187) to Mr A Browne.

7 RELATED PARTY TRANSACTIONS

Sherborne Town Council may appoint an ex officio trustee to the board. No members were appointed during the year.

No grants (2013 £nil) were received from Sherborne Town Council during the year.

8 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Restricted Funds £	Total Funds £
Current assets	367	10,000	10,367
Less creditors	-	-	-
Net assets as at 30 th November 2014	=====	=====	=====

SHERBORNE COMMUNITY ARTS CENTRE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30TH NOVEMBER 2014

9 RESTRICTED FUNDS

	Balance as at 1/12/2013 £	Grants & Donations in Year £	Expenditure in Year £	Transfers £	Balance as at 30/11/2014 £
Simon Digby (Sherborne) Memorial Trust	10,000	-	-	-	10,000
	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>

PURPOSE OF RESRICTED FUNDS

Simon Digby (Sherborne) Memorial Trust To build an access road to the site of the proposed community arts centre

10 GRANTS

During the year a total of £nil (2013 £15,000) was paid to the trust by West Dorset District Council as part of the agreed total grant of £100,000.

In March 2013, West Dorset District Council pledged a further £500,000 for the project.