4147016

Trustees' Report and

Financial Statements

for the Year Ended 31 January 2004

<u>for</u>

The Barn Owl Centre

COMPANIES HOUSE 16/09/05

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<u>Legal and Administrative Information</u> <u>for the Year Ended 31 January 2004</u>

STATUS

The Barn Owl Centre Limited is a registered charity (Registration No. 1097410). It is also a registered company, limited by guarantee without share capital under the Companies Act (Registered No. 04147016).

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those articles, the members of the Management Committee are elected at the AGM for an unspecified period, subject to ramification at each.

TRUSTEES:

V Jones

R Jones S Ruskin

SECRETARY:

Miss J Holley

REGISTERED OFFICE:

The Tythe Barn Brockworth Court

Court Road Brockworth Gloucestershire GL3 4QU

COMPANY NUMBER:

04147016 (England and Wales)

CHARITY NUMBER:

1097410

ACCOUNTANTS:

B and P Accounting Kingsley House Church Lane Shurdington Cheltenham Gloucestershire

GL51 4TQ

Trustees Report

for the Year Ended 31 January 2004

The trustees present their annual report with the financial statements of the company for the year ended 31 January 2004.

OBJECTS

The objects of the company in the year under review are that of the raising of funds for the advancement of conservation of the barn owl and other species of owl through environmental projects, research, studies and other such activities.

TRUSTEES

Company and Charity law requires the trustees 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 the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

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

The trustees have overall responsibility for ensuring the charity has appropriate systems of controls, financial and otherwise. They are also 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 Companies Act 1985. They 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.

ACCOUNTANTS

The Trust has appointed new accountants, B & P Accounting Partnership, to carry out an independent review of the accounting records and provide a independent opinion.

V Jones - Chairman

Date: 9/9/05

Independent Examiner's Report on the Accounts For the year ended 31 January 2004

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3) of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissions (under section 43(7)(b) of the Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 explanation 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.

Matters arising

During the preparation of the accounts it became apparent that the record keeping was poor, in particular the processing of transactions on to the financial package used by the charity (i.e. sage). This involved extensive work by ourselves in reconciling all transactions to the data processed and amending as applicable. Training has now been provided to ensure future transactions are recorded correctly and it is my opinion that the data processed during the year to 31st January 2004 is materially correct.

Independent examiner's statement

In connection with my examination, no matter has come to my attention other than the above matter.

- 1. which gives me reasonable cause to believe that in any material respect the requirement:
 - to keep accounting records in accordance with section 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act 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

L Holberton FCCA

B and P Accounting Kingsley House Church Lane Shurdington Cheltenham Gloucestershire GL51 4TO

Date: 30th March 2005

The Barn Owl Centre

Statement of Financial Activities for the Year Ended 31 January 2004

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 31.01.04	Total Funds 31.01.03
Incoming resources				£	£
Donations, legacies and similar incoming resources	2	37,573	2,555	40,128	25,785
Income from activities in furtherance of charitable objects	3	44,758		44,758	20,960
Income from activities for	3		-	44,736	
generating funds Investment income	4 5	21,346 30	-	21,346	80
Total Incoming resources		103,707	2,555	106,262	46,825
Resources expended Cost of activities for					
charitable objectives Support costs Management and	6 7	17,727 50,818	1,407 -	19,134 50,818	10,196 33,483
administration	8	17,338	-	17,338	7,471
Total resources expended		85,883	1,407	87,290 	51,150
Net incoming resources before transfers		17,824	1,148	18,972	(4,325)
Gross transfers between funds		-	-	-	-
Net incoming resources after transfers		17,824	1,148	18,972	(4,325)
Total funds brought forward		(14,488)	- 	(14,488)	(10,163)
Total funds carried forward		3,336	1,148	4,484	(14,488)

Balance Sheet 31 January 2004

	Unrestricted Funds					Total at 31.01.04	Total at 31.01.03
	Notes	£	£	£	£		
FIXED ASSETS:							
Tangible assets	9	37,607		37,607	19,449		
CURRENT ASSETS:							
Stocks		465	-	465	750		
Debtors Cash at bank	10	2,021	-	2,021	179 452		
TOTAL CURRENT ASSETS		2,486	-	2,486	1,381		
CREDITORS: Amounts falling due within one year	11	(35,609)	-	(35,609)	(35,318)		
NET CURRENT LIABILITIES:		(33,123)	-	(33,123)	(33,937)		
NET ASSETS		4.484	-	4,484	(14,488)		
UNRESTRICTED FUNDS		4,484	-	4,484	(14,488)		
TOTAL FUNDS		4,484		4,484	(14,484)		

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

ON BEHALF OF THE BOARD:

V Jones - Chairman

Approved by the Board on 9/9/09

Notes to the Financial Statements for the Year Ended 31 January 2004

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002) and follow the recommendations in Accounting and Reporting by charities Statement of Recommended Practice SORP (2000).

Incoming Resources

Income is recognised in the financial statements when it is received.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Plant and machinery - 25% on reducing balance
Fixtures and fittings - 20% on reducing balance
Motor vehicles - 25% on reducing balance
Computer equipment - 33% on reducing balance

Stocks

Stock is valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Hire purchase and leasing commitments

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability.

Notes to the Statement of Financial Accountants for the Year Ended 31 January 2004

		Unrestricted Funds	Restricted Funds	Total Funds	31.01.03
		£	£	£	£
2.	Donations, legacies and similar Incoming resources				
	Donations Restricted grants	37,573	2,555	37,573 2,555	25,785 -
		37,573	2,555	40,128	25,785
3.	Activities in furtherance of the Charity's objects				
4.	Bird flying activities Visitors and membership Nest box sales Talks and events Sponsorship Income from activities for Generating funds Other fundraising activities	23,279 7,592 7,167 1,916 4,804 	- - - - - 	23,279 7,592 7,167 1,916 4,804	9,220 2,574 3,907 1,685 3,574
		21,346	-	21,346	80
5.	Investment income:				
	Deposit account interest	30	- 	30 30 	-

	Unrestricted Funds £	Restricted Funds £	Total Funds £	31.01.03
6. Cost of activities in furtherance of The objects of the charity				
Opening stock	750		750	
Nest box materials, labour and	750	-	750	-
Carriage	9,593	-	9,593	2,539
Merchandise	1,394	-	1,394	· -
Bird food, equipment and	A 5 0.5			
Insurance Vets fees	3,785	-	3,785	1,951
Fundraisers expenses	708 1,322	_	708	822
Fundraisers wages	265	_	1,322 265	2,461 2,423
Bird purchases	375	-	375	2,423
Restricted grant purchases	-	1,407	1,407	_
	18,192	1,407	19,599	10,196
Closing stock	(465)	-	(465)	-
Closing Stock	17,727	1,407	19,134	10.106
	17,727	1,407	19,134	10,196
7. Support Costs				
Staff Costs	13,878	-	13,878	729
Office Rent & Costs	7,675	-	7,675	4,228
Telephone	1,590	-	1,590	3,126
Printing, postage & stationery	2,546	-	2,546	1,844
Insurance	1,548	-	1,548	1,442
Repairs & renewals Rates & Water	2,601	-	2,601	6,454
Light & heat	504 124	=	504	-
Advertising	2,501	-	124 2,501	613 1,206
Motor and travelling	7,194	- -	7,194	4,913
Subscriptions & licences	63	_	63	-,,,,,,,
Computer supplies & website				
Maintenance	1,416	<u></u>	1,416	1,432
Depreciation	9,178	-	9,178	7,496
	50,818	_	50,818	33,483
8. Management and Administration		====		
•	7.404		7.406	
Accountancy Legal & professional fees	7,426 212	_	7,426	1,000
Directors remuneration	6,881	-	212 6 991	54 2.220
Social Security	251	-	6,881 251	2,320
Hire of equipment	489	-	489	1,156
Sundry expenses	895	-	895	1,935
Bank interest	15	-	15	38
Bank charges	1,169	-	1,169	968
	17 220	*	16.000	
	17,338	-	17,338 =====	7,471 ———

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Notes to the Financial Statements for the Year Ended 31 January 2004

9. TANGIBLE FIXED ASSETS

	Improvements to property	Plant and machinery	Fixtures and fittings
	£	£	£
COST: At 1 February 2003 Additions	10,792	17,021 	3,661 2,741
At 31 January 2004	10,792	24,941	6,402
DEPRECIATION: At 1 February 2003 Charge for year		7,446 4,374	1,318 965
At 31 January 2004		11,820	2,283
NET BOOK VALUE: At 31 January 2004	10,792	13,121	4,119
At 31 January 2003		9,574	2,343
	Motor vehicles	Computer equipment	Totals
COST:	£	£	£
At 1 February 2003 Additions	5,300 4,361	8,717 1,522	34,699 27,336
At 31 January 2004	9,661	10,239	62,035
DEPRECIATION: At 1 February 2003 Charge for year	2,319 1,836	4,166 2,004	15,249 9,179
At 31 January 2004	4,155	6,170	24,428
NET BOOK VALUE: At 31 January 2004	5,506	4,069	37,607

Notes to the Financial Statements for the Year Ended 31 January 2004

9. TANGIBLE FIXED ASSETS - continued

Fixed assets, included in the above, which are held under hire purchase contracts or finance leases are as follows:

			Computer equipment
			£
	COST:		
	At 1 February 2003 and 31 January 2004		2,913
	DEPRECIATION:		
	At 1 February 2003		971
	Charge for year		<u>641</u>
	At 31 January 2004		1,612
	NET BOOK VALUE:		
	At 31 January 2004		1,301
	At 31 January 2003		1,942
			
10.	DEBTORS: AMOUNTS FALLING		
	DUE WITHIN ONE YEAR	31.1.04	31.1.03
		£	£
	Prepayments		170
	герауцень	=	<u>179</u>
11.	CREDITORS: AMOUNTS FALLING		
	DUE WITHIN ONE YEAR		
		31.1.04	31.1.03
	Trade creditors	£ 2,428	£ 10,456
	Directors current accounts	15,370	18,263
	Hire purchase	1,032	2,913
	Loan	4,625	1,830
	Social security & other taxes	3,929	<u>-</u>
	Accrued expenses	8,225	1,856
		35,609	35,318
			