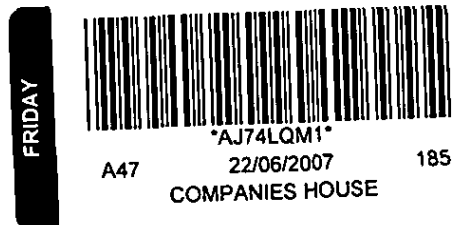


4088772 (ENGLAND AND WALES)

REGISTERED CHARITY NUMBER: 1093189

THE DOROTHY PARKES CENTRE

**DIRECTORS' AND TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2006**



THE DOROTHY PARKES CENTRE
LEGAL AND ADMINISTRATIVE INFORMATION

COMPANY NUMBER: 4088772 (England and Wales)

REGISTERED CHARITY NUMBER: 1093189

CHAIR: Revd R M Pryce (resigned 3 May 2006)

ACTING CHAIR: M D Butcher (with effect from 3 May 2006)

DIRECTORS AND TRUSTEES: Revd R M Pryce (resigned 3 May 2006)
D R Ingram
Ms C Beasley
M D Butcher
Ms I J De Boo
Mr D E Eynon (appointed 2005)
Mrs P R Guest (resigned 2005)
D M Harrison (deceased 15 June 2006)
S Johnstone
Miss J K Jones
Ms A Machiridza

COMPANY SECRETARY: D R Ingram

TREASURER: M Turley

REGISTERED OFFICE. The Dorothy Parkes Centre
Church Road
Smethwick
West Midlands B67 6 EH

BANKERS: HSBC
120 High Street
Smethwick
West Midlands B66 3AN

INDEPENDENT EXAMINER: Ms A Madden
Curo Chartered Accountants

THE DOROTHY PARKES CENTRE

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2006

The Board presents its report with the financial statements of the charity for the year ended 31 March 2006. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's trust deed, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in February 2005.

TRUSTEES

The trustees are responsible for the administration and management of the Centre and are directors for the purposes of company law and trustees for the purpose of charity law. The trustees who served during the period are set out above in the legal and administrative information and are collectively known as the Board of Directors.

Members of the charitable Company guarantee to contribute an amount not exceeding £1 each to the assets of the company in the event of winding up. The total number of such guarantees as at 31 March 2006 was 14.

The Chair of the Board of Directors is, ex officio, the Vicar of Smethwick Old Church. The Parochial Church Council (PCC) of Smethwick Old Church has the power, under the Memorandum and Articles of Association of the Centre, to appoint up to six other directors. Up to six other directors may be elected by Members of the Company or co-opted by a decision of the Board.

During the year Mrs Rose Guest, a community director, resigned as director and trustee. The Board thanks her for her contribution to the development of the Dorothy Parkes Centre over the last four years. During the year, the Board also co-opted Mr David Eynon as director and trustee from the local community.

After the end of the financial year, the Board has suffered the loss of two directors. The Reverend Mark Pryce relinquished the incumbency of Smethwick Old Church to take up the post of Bishop's Adviser for Continuing Ministerial Education in the Diocese of Birmingham. He therefore resigned as a Director and Chair of the Dorothy Parkes Centre. The Board thanks him for his very significant contributions to the smooth running of the Centre and his leadership of the Board during his incumbency. He played an important part in ensuring that the Centre developed into the thriving community centre that it is today. Mr Matthew Butcher is acting as Chair of the Board of Directors and Trustees until a new vicar of the Old Church is appointed.

Unfortunately, Mr David Harrison, a director appointed by the PCC of Smethwick Old Church, died suddenly on June 15, 2006. The Board regrets the passing of a valued colleague who had provided much practical help to the running of the Centre since its opening in October 2000 and who was a strong advocate of the needs of the local community.

No remuneration was paid to any trustee.

PRINCIPAL ACTIVITIES AND OBJECTS OF THE CHARITY

The company was formed to oversee the charitable activities taking place in the Dorothy Parkes Centre and is governed by a memorandum and articles of association.

The principal object of the company is to promote the benefit of the inhabitants of Smethwick, Sandwell and the neighbourhood by associating together the said inhabitants and the local

authorities and health authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for advancement, recreation and leisure time occupation with the object of improving the conditions and quality of life

ACTIVITIES DURING THE PERIOD

The Youth Project for teenage residents of the area around the Dorothy Parkes Centre which began in 2005 as a grant-funded partnership between Sandwell Youth Services, Barnardos and the Dorothy Parkes Centre has continued to develop with some 30 members meeting on a weekly basis for recreational and other activities

The Centre continues to provide a venue for a wide range of user groups serving various segments of the population. The Centre's Parent and Toddlers group "Dots Tots" meets twice a week and has been the subject of a major initiative in Healthy Living through the development of the "Little Lunch Boxes" Project. This initiative to develop a positive attitude to healthy eating by pre-school age children has been successfully demonstrated at other community centres in Sandwell. Sure Start in the Uplands and Londonderry area have continued to use the crèche facilities while they are developing their own premises at the Uplands Manor School site.

The recreational and developmental needs of young children are being met by the weekly activities of the Junior Church of Smethwick Old Church, the Cubs and Beaver Groups, and groups providing instruction in Martial Arts and Modern Dance. The Slimming Club, Weight Watchers, Salsa and Yoga groups serve needs of local adults. The Good Afternoon Club continues to cater for the social needs of older residents of the area and has expanded its membership during the year.

Much of the usage of the Centre is by groups and organisations on an irregular basis. These activities include training and development sessions organised by West Midlands Police and the Diocese of Birmingham. The Lent Lunch that was initiated in 2005 was repeated this year, the proceeds being used to support a USPG project in Ethiopia. The Smethwick Local History Society held a successful Roadshow, which was attended by over 300 people. Blood Donor Clinics continue to be held at the Centre. The Dorothy Parkes Centre is also used for a large number of private functions such as birthday parties and wedding receptions.

The Take Five Café continues to offer a range of food with a Healthy Eating remit. During the year the decision was made to use Fairtrade tea and coffee and to stock some of their impulse purchase items. The Buffet service continues to attract a number of Sandwell organisations, including the Oldbury and Smethwick Primary Care Trust, who use the Centre for training and management sessions. There have been several Taster Sessions organised by volunteers with the cooperation of the PCT.

We are grateful for the continued advice and support of the Community Regeneration Department of the Diocese of Birmingham and particularly for the support of Mr Fred Rattley.

STAFF AND VOLUNTEERS

The board wishes to thank Ms Anne-Marie Williams for her work in maintaining the work of the Centre on a day-to-day basis and in developing the continuance of the Centre through the attraction of new user groups and the organisation of events. In particular, the development of the partnership with Barnardo's and Sandwell Youth Services has involved a considerable amount of her time. The Centre has benefited from the work of Mr Donald Payne. Donald has applied to a variety of Trusts and Charities to raise funds to support the "Youth Project" and the activities of several of the existing and potential user groups at the Centre. It is hoped to develop a Theatre group for young people during 2006/07.

The Board would like to thank the members of staff – Marie Harris, John Cole, Martin O'Sullivan and Carol Powel, our accountant and Treasurer, Matthew Turley, and volunteers, including John Cash, Dawn Jordan, David Eynon and David Tanner, who have contributed much to the continued progress and development of the Centre. Members of staff from the Smethwick Council for Voluntary Organisations have assisted in the development of our organisational and training capacity.

FINANCIAL REPORT

The increasing use of the Dorothy Parkes Centre has resulted in an increase in our income from both room hire charges and from receipts from the Take Five Café. However, these income streams are insufficient to cover all our costs. The Centre has been fortunate in receiving grants from various charitable trusts and other organisations to develop new initiatives to serve local needs and to maintain the Centre as an attractive and welcoming facility within the area. The Church Urban Fund continued to provide its grant towards core salary costs and, as reported above, the fundraising work of Donald Payne has resulted in the Dorothy Parkes Centre obtaining financial support for its activities. Further details of grants provided are given on page 9. We also acknowledge the significant financial support of the PCC of Smethwick Old Church.

ORGANISATIONAL STRUCTURE

The charity is governed by the Board of Directors. A scheme of delegation exists giving an Executive Subcommittee of the Board the power to take decisions on the operations of the Centre at its monthly meetings. The Board of Directors reviews the decisions of the Executive Subcommittee at its bi-monthly meetings and the Annual General Meeting of the Company. Members who are not Directors may attend the Annual General Meeting and may vote on matters discussed at that meeting.

The Company employs a Centre Manager who has delegated authority to take day to day decisions on the running and management of the Company and to act as manager of the other employees of the Centre. The Centre Manager reports to the Executive Subcommittee monthly.

RESERVES POLICY

The charity has no guaranteed source of long-term income and hence aims to maintain reserves at the level required to fund one year's operations without additional charitable income.

RISK MANAGEMENT

The trustees have reviewed the major risks to which the charity is exposed and have established systems intended to mitigate those risks. These include

- The operation of a scheme of delegation of decision-making between the Board, the Executive Subcommittee of the Board, and the Centre Manager,
- The monitoring and review of operational decisions at monthly meetings of the Executive Subcommittee of the Board and at the six meetings per year of the Board,
- The monitoring and review of monthly management accounts by the Executive Subcommittee and the Board,
- The employment of an accountant with professional and commercial experience as Treasurer and the review of the Treasurer's work by the Finance Director, a Chartered Accountant,
- The maintenance of policies and procedures governing key areas of activity and financial decision-making,

- The requirement for two named signatories, neither employees of the Centre, to sign cheques on behalf of the Centre
- The existence of contracts and service level agreements to govern working arrangements with our most significant partner organisations,
- The hiring of a consultant development worker to raise funds for future activities

THE DOROTHY PARKES CENTRE

DIRECTORS' AND TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2006

STATEMENT OF BOARD RESPONSIBILITIES

The trustees are required to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements the trustees are required to

- Select suitable accounting policies and apply them consistently,
- Make judgements and estimates that are reasonable and prudent,
- State whether the policies adopted are in accordance with the Companies Act 1985 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements,
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in existence

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and 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.

This report was approved by the board of directors and trustees on 7 July 2006 and signed on its behalf by

Matthew Butcher

Date *7/7/06*

Mr M D Butcher
Vice-Chair and Acting Chair

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE DOROTHY PARKES CENTRE
FOR THE YEAR ENDED 31 MARCH 2006**

I report on the financial statements which are set out on pages 8 to 15

RESPECTIVE RESPONSIBILITIES OF THE BOARD AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, 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 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 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 we do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In my opinion:

(a) The accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985,

(b) Having regard to, and on the basis of, the information contained in those accounting records:

- (i) The accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act, and
- (ii) The company satisfied the conditions for the exemption from audit of the accounts for the period specified in section 249A(4) of the Act and did not, at any time within that year, fall within any categories of companies not entitled to the exemption specified in section 249B(1).

A Madden

Ms A Madden ACA
Curo Chartered Accountants

Date 4-7-06

THE DOROTHY PARKES CENTRE

BALANCE SHEET as at 31 March 2006

	Note	£	2006 £	£	2005 £
FIXED ASSETS					
Tangible assets	5		5920		5055
CURRENT ASSETS					
Debtors	6	20008		9167	
Cash at bank and in hand		62118		76513	
Total current assets			<u>82126</u>	<u>85680</u>	
LIABILITIES					
Creditors amounts falling due within one year	7	15183		19699	
NET CURRENT ASSETS			66943		65981
TOTAL ASSETS LESS CURRENT LIABILITIES			72863		71036
NET ASSETS			<u>72863</u>		<u>71036</u>
CAPITAL FUNDS					
Restricted funds			10565		10548
Unrestricted funds			62298		60488
TOTAL FUNDS			<u>72863</u>		<u>71036</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of s 249A(1) of the Companies Act 1985. Members have not required the company, under s 249B(2) of the Companies Act 1985, to obtain an audit for the year ended 31 March 2006. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s 221 of the Companies Act 1985, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2006 and of its profit for the year ended in accordance with the requirements of s 226 of the Companies Act 1985, and which otherwise comply with the requirements of the Act relating to the financial statements so far as applicable to the company.

Approved by the trustees of The Dorothy Parkes Centre on 7/7/06 and signed on its behalf by

Matthew Butcher

M D Butcher (Vice-Chair and Acting Chair)

The annexed notes form part of these financial statements

THE DOROTHY PARKES CENTRE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2006

	Note	Unrestricted income funds	Restricted income funds	Total funds 2005/06	Total funds 2004/05
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		20850	57463	78313	64098
Investment income	4	1123	0	1123	1151
Incoming resources from charitable activities	8	57952	0	57952	44066
TOTAL INCOMING RESOURCES		<u>79925</u>	<u>57463</u>	<u>137388</u>	<u>109315</u>
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income		2864	0	2864	4680
Charitable activities		74537	56390	130927	105958
Governance costs		1770	0	1770	790
TOTAL RESOURCES EXPENDED		<u>79171</u>	<u>56390</u>	<u>135561</u>	<u>111428</u>
NET MOVEMENT IN FUNDS		754	1073	1827	-2113
Gross transfers between funds		1056	-1056	0	0
TOTAL FUNDS BROUGHT FORWARD		60488	10548	71036	73149
TOTAL FUNDS CARRIED FORWARD		<u>62298</u>	<u>10565</u>	<u>72863</u>	<u>71036</u>

Details of incoming resources and resources used are given in the notes to the financial statements

THE DOROTHY PARKES CENTRE

Detailed analysis of movements in funds for the year ended 31 March 2006

RESTRICTED INCOME FUNDS

Fund	Opening balance	Incoming resources	Expenditure	Transfers	Closing balance
Salary costs	199	21644	-21644	0	199
Café operations	1218	10000	-10394	0	824
Click Sandwell	741	0	-741	0	0
Youth work	7647	15250	-14980	0	7917
Little Lunchbox project	0	6538	-6538	0	0
Other restricted funds	743	4031	-2093	-1056	1625
Total	10548	57463	-56390	-1056	10565

Movements in unrestricted funds are disclosed in the Statement of Financial Activities

Expenditure from restricted funds includes elements of the costs of staffing and running the Centre that have been funded from grants from the Church Urban Fund, the Lloyds TSB Foundation, the Henry Smith Foundation, the Douglas Turner Chantable Trust, the Grantham Yorke Trust, Step Up, Rowley Regis and Tipton Primary Care Trust, the Neighbourhood Renewal Fund, the Dulverton Trust, as well as a number of other grant funders

The expenditure from restricted funds includes £14,980 spent on our partnership agreement with Barnardo's to provide an outreach youth work service from the Centre, funded by the Henry Smith Foundation, the Grantham Yorke Trust, the Dulverton Trust, and other funders

THE DOROTHY PARKES CENTRE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2006

1 ACCOUNTING POLICIES

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005).

Cashflow statement

The company has taken advantage of the exemption in Financial Reporting Standard 1 from the requirement to produce a cashflow statement on the grounds that it is a small company.

Incoming resources

All incoming resources are included in the SOFA on an accruals basis when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Where restrictions are placed on incoming resources by the donor, these are allocated to restricted funds.

Since the charitable purposes of the charity are based on running a community centre at the Dorothy Parkes Centre to promote activities contributing to healthy living in mind, body and spirit, it has been decided that income generated from the use of the Centre for such activities should be classified as incoming resources from charitable activities, and that this represents the most appropriate accounting policy.

Voluntary income consists of grants received or receivable. Grant applications are made to a wide range of funding bodies by a freelance development worker or by the Centre Manager.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

As the charitable objects of the Dorothy Parkes Centre including managing and administering the Centre, we consider that the majority of our costs, other than those which fall specifically under other expenditure categories under the SORP 2005, should be categorised as costs of charitable activities. These include the costs of maintaining the Centre and the salary costs of Centre staff as well as costs incurred in pursuing specific projects at the Centre. It is considered that this represents the most appropriate accounting policy for the disclosure of these transactions.

Costs of generating voluntary income consist of the fees paid to a freelance development worker to make funding applications for the Centre.

Governance costs include legal costs, the costs of preparing our annual accounts, our fee for independent examination, and the costs of Board and committee meetings.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at historical cost less depreciation

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases

Computer equipment	33% per annum of cost
Office equipment	25% - 100% per annum of cost
Leasehold improvements	14 3% per annum of cost

Equipment purchased specifically for use on a particular project is depreciated over the planned or expected lifetime of that project

Debtors

Grants receivable are recognised when the Centre has met the conditions required to receive grant but has not yet received the associated cash at the end of the financial year

Creditors

Customer deposits represent amounts paid by those hiring rooms at the Centre. These amounts are repayable if the customer adheres to the agreed conditions of their room hire. These creditors also include amounts granted to voluntary groups using the Centre to support their charitable activities but held in the bank account of the Dorothy Parkes Centre

Deferred income represents amounts of cash received by the Centre in relation to grants awarded to the Centre for activity in future years

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in accordance with the charitable objects of the charity

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes. The costs of raising and administering such funds are charged against the specific restricted fund. The aim and use of each material restricted fund is set out in the note to the financial statements "Detailed analysis of movement in funds"

Funds are transferred from restricted to unrestricted funds to reflect the cost of tangible fixed assets purchased in full or in part from unrestricted funds. The net book value of the tangible fixed assets is held within unrestricted funds

The charity has no endowment funds

THE DOROTHY PARKES CENTRE

Notes to the financial statements (continued) for the year ended 31 March 2006

2 TURNOVER

Turnover is attributable solely to continuing operations and derives from one activity, that of charitable activity within the Dorothy Parkes Centre

3 OPERATING SURPLUS

2005/06
£

2004/05
£

This is stated after charging depreciation
of owned assets

4393

7427

4 INVESTMENT INCOME

Interest receivable

1123

1151

5 TANGIBLE FIXED ASSETS

Equipment
£

Cost:

At 1 April 2005

34750

Additions

5258

Disposals

-1643

At 31 March 2006

38365

Accumulated depreciation:

At 1 April 2005

29695

Charge for the year

4393

Disposals

-1643

At 31 March 2006

32445

Net book value at 31 March 2006

5920

Net book value at 31 March 2005

5055

THE DOROTHY PARKES CENTRE

Notes to the financial statements (continued) for the year ended 31 March 2006

6	DEBTORS	2005/06	2004/05
		£	£
	Amounts falling due within one year		
	Trade debtors	8844	3853
	Grants receivable	10034	4334
	Taxation	0	0
	Prepayments and accrued income	1130	980
		<u>20008</u>	<u>9167</u>
7	CREDITORS	2005/06	2004/05
		£	£
	Amounts falling due within one year		
	Customer deposits	1778	2833
	Taxation and social security	1377	934
	Trade creditors	6290	5260
	Deferred income	4860	10360
	Receipts in advance	878	312
		<u>15183</u>	<u>19699</u>

Accounting policies for deferred income are set out in note 1 to the accounts under the heading of "creditors". Deferred income of £5,500 in existence at 31 March 2005 was released to income during 2005/06. The remaining deferred income balance of £4,860 relates to a grant received from the Sandwell Council for Voluntary Services during 2004/05 which could not be spent on the intended purpose due to the cessation of Sandwell Metropolitan Borough Council's "Click Sandwell" initiative. Plans are being developed at present to spend this balance in accordance with the wishes of the Sandwell Council for Voluntary Services.

THE DOROTHY PARKES CENTRE

Notes to the financial statements (continued) for the year ended 31 March 2006

8	INCOMING RESOURCES FROM CHARITABLE ACTIVITIES	2005/06	2004/05
	Café turnover	11312	8045
	Room hire and cottage rent	45464	35251
	Sundry recharges	1176	770
		<u>57952</u>	<u>44066</u>

Commitments: The Dorothy Parkes Centre has entered into a partnership agreement with Barnardo's under which Barnardo's will provide youth workers and support services to allow the Dorothy Parkes Centre to operate an outreach youth work service at and around the Centre. This agreement commits the Dorothy Parkes Centre to revenue expenditure of £17,888 during the financial year 2006/07.

9	RESOURCES EXPENDED		
	Resources expended include the following	2005/06	2004/05
		£	£
	Independent examiners' fee	360	350
	Staff costs (including both salaried staff and agency staff).	2005/06	2004/05
		£	£
	Gross wages and salaries	61426	54637
	Employers' national insurance contributions	3388	2947
	Employers' pension contributions	675	0

The average number of employees at the Centre during 2005/06 was 1 full-time employee and 3 part-time employees. This excludes agency staff. The Dorothy Parkes Centre used two agency staff during 2005/06: an administration worker and a cleaner, both of which worked part-time.

10 Cash held on behalf of third parties

The Centre currently holds balances within its bank accounts on behalf of two community groups who make use of the Centre. The amount held at 31 March 2006 was £535. None was held the previous year.