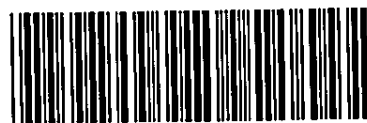


Company number 05385880  
Charity number 1110956

**ABLAZE**  
**A Business Learning Action**  
**Zone for Education**

**Accounts and Trustees' Report**  
**for the year ended**  
**31 August 2009**

SATURDAY



A13      \*APYX3KEV\*      303  
29/05/2010  
COMPANIES HOUSE

## **Independent examiner's report to the trustees of ABLAZE A Business Learning Action Zone for Education**

I report on the accounts of the charitable company for the year ended 31 August 2009, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes

### **Respective responsibilities of trustees and examiner**

As the charity's trustees (and the directors of the company for the purposes of company law) you are responsible for the preparation of the accounts. You 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. You also consider that an audit is not required for this year under the Companies Act 2006.

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, follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and 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 Charitieshave 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

Steven D Coombe FCA  
Portwall Place  
Portwall Lane  
Bristol  
BS1 6NA

Date 28 May 2010



**ABLAZE A Business Learning Action Zone for Education**

**Report of the Trustees for the year ended 31 August 2009**

The trustees present their report and accounts for the year ended 31 August 2009

**Reference and administrative details**

**Charity Registration Number**

1110956

**Company Registration Number**

5385880

**Registered Office Address**

C/o Milsted Langdon LLP, One Redcliff Street, Bristol, BS1 6NP

**Correspondence Address**

C/o Milsted Langdon LLP, One Redcliff Street, Bristol, BS1 6NP

**Bankers**

HSBC Plc, 49 Corn Street, Bristol, BS99 7PP

**Trustees and Directors**

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees

The trustees serving during the year and since the year end were as follows

Nigel Hutchings	Chairman, Director and Trustee
Malcolm Broad	Director and Trustee
Ruth Bedingham	Director and Trustee
Roger Opie	Director and Trustee
Kate Campion	Director and Trustee (resigned 31 July 2009)
Paul Kearney	Director and Trustee
Andy Freeman	Company Secretary

**Structure, Governance and Management**

**Governing document, and constitution**

The charity is constituted as a private company, limited by guarantee and therefore has no share capital. It is governed by a Memorandum and Articles of Association, dated 8 March 2005, and amended by Written Resolution, dated 1 August 2005. It is registered as a charity with the Charity Commission.

**The methods adopted for the recruitment and appointment of new trustees**

When selecting new trustees the charity seeks people who can bring relevant expertise, be that of an educational or business nature.



## **ABLAZE A Business Learning Action Zone for Education**

### **Report of the Trustees for the year ended 31 August 2009**

#### **The policies and procedures adopted for the induction and training of trustees**

New trustees are familiarised with all aspects of the work done by the charity and briefed on their legal obligations under charity and company law, the committee and decision making process, and key employees

The first training session for Trustees was held on 5 November 2009 and was attended by all Trustees. The Trustees intend to run further training sessions in future to cover any changes in Trustees' Responsibilities or Charity Law

#### **Organisational structure of the charity**

The board of trustees administers the charity. The board meets monthly and sub-committees are formed for specific activities as and when they occur. The trustees delegate their responsibilities for the day to day administration of the charity

#### **Officers and other senior staff members to whom day to day management of the charity is delegated**

Roger Opie	Chief Executive Officer
Alison Allan	Business Partnership Coordinator
Myles Orme	Secondary Coordinator

#### **Risk Assessment**

The trustees have undertaken an assessment of the risks facing the charity and have formulated a risk management strategy which comprises

- A regular review of the risks to which the charity may face
- The establishment of systems and procedures to mitigate those risks identified in the plan, and
- The implementation of procedures designed to minimise any potential impact on the charity should those risks arise

#### **Objectives and Activities**

##### **Objects, as set out in the governing document**

The objectives of the charity, as laid down in its Memorandum and Articles of Association, are advance education and training by raising the aspirations, achievement and attainment of young people, enriching educational opportunities, improving access to education and the equity and quality of education, creating, developing and sustaining learning partnerships between the education, business and public sectors and advancing the learning of professionals involved in the education, business and public sectors and others concerned with creating communities where learning comes first

##### **The charity's aims including the changes or differences it seeks to make through its activities and its significant activities**

ABLAZE was incorporated with the aim of continuing partnerships between business and education pioneered by the Bristol Education Action Zone



## **ABLAZE A Business Learning Action Zone for Education**

### **Report of the Trustees for the year ended 31 August 2009**

#### **Achievements and performance of the charity**

##### **A review of activities**

During this financial year ABLAZE impacted on 5,500 young people with over 800 business volunteers from 70 businesses contributing 21,000 hours to raise their aspirations and attainment levels

Businesses have retained support for ABLAZE programmes during challenging economic times. This reflects their commitment to developing skills in Bristol's young people. Volunteer numbers increased on the previous year.

The main focus continues to be on schools in disadvantaged areas

- 530 primary school children have had 1:1 support from Reading Buddies and Number Partners
- 120 secondary school students have had guidance from mentors
- 53 businesses supported a stage show called My Future My Choice for all Year 5 primary children in Bristol schools and followed on 2008 shows for Year 6 children by visiting their schools
- The Aimhigher programme to raise aspirations of students in disadvantaged areas going to university was successfully run by ABLAZE for the first time across Bristol secondaries
- A research project called Destinations 18 highlights how 11-16 schools in disadvantaged areas receive improved information on past students gaining university places
- ABLAZE played a lead role in engaging employers in the new 14-19 Diplomas
- Partnerships were established between businesses and schools for a range of activities including enterprise sessions featuring role models. The IOD adopted ABLAZE as its charity and led a partnership
- ABLAZE continues to support school leadership and governance by coordinating business support
- HSBC engaged ABLAZE to run the Pyramid Trust number partner programme in Bristol
- Astra Zeneca funded a programme for primary children, parents and carers to promote healthy cooking and eating across a group of primary schools
- BAE Systems sponsored ABLAZE to support 6 interventions by their staff across 6 secondary schools and a Challenge Day on the theme of Flight for Design and Technology students
- ABLAZE represents the business sector on the Bristol Children's Trust



## **ABLAZE A Business Learning Action Zone for Education**

### **Report of the Trustees for the year ended 31 August 2009**

#### **Fundraising activities**

The trustees have widened the funding base to include contributions from the private sector, local authorities and charitable trusts. A positive fundraising strategy is being implemented.

#### **Financial review**

##### **Transactions and financial position**

The trustees consider the financial performance during the year to have been satisfactory.

The accounts are set out on pages 6 to 15. The accounts have been prepared implementing the 2005 Revision of the Statement of Recommended Practice for Accounting and Reporting by Charities issued by the Charity Commission for England and Wales (effective April 2005) and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Statement of Financial Activities (SOFA) shows net outgoing/incoming resources for the year of a revenue nature.

The total at the foot of the Balance Sheet shows the total reserves at the year end.

##### **Policies on reserves**

The charity's aims require the activities to be sustained for the foreseeable future and as such the charity aims to carry forward sufficient reserves to facilitate this. Core activities are sustained through the activity of volunteers and therefore the cost to the charity of these activities is limited to the administration and coordination. Additional funding for non-core activities is always being sought.

The charity aims to maintain reserves such that it would be able to continue in operation for at least six months should its funding be restricted in future.

**Restricted funds**, if any, are spent in line with the donor's wishes, as soon as possible.

##### **Principal funding sources**

Funding comes from donations from businesses and from the commissioning of services by Bristol City Council Children and Young People's Services.

##### **Investment policy and objectives**

Surplus short term funds are held in an interest bearing deposit account with a sweeping arrangement from the current account to ensure maximum return on deposits.

##### **Plans for future periods**

The trustees intend to pursue alternative sources of funding, as it is increasingly difficult to secure private sector donations in the current economic climate. This includes widening the geographical scope of ABLAZE's activities and the first commissioning has been successfully received from South Gloucestershire County Council. ABLAZE is also offering its services to the Academies in Bristol which are not covered by commissioning by Bristol City Council Children and Young People's Services.



**ABLAZE A Business Learning Action Zone for Education**

**Report of the Trustees for the year ended 31 August 2009**

**Trustees' responsibilities**

Company law requires the trustees to prepare the Annual Report and Accounts for each financial year in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (UK GAAP), which give a true and fair view of the state of affairs of the company and of the result for that period. In preparing those accounts, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Small company special provisions**

The report of the trustees has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies, and the Statement of Recommended Practice — Accounting and Reporting by Charities.

This report was approved by the board on 28 May 2010 and signed on its behalf by



**A B Freeman**  
**Secretary**

ABLAZE A Business Learning Action Zone for Education				Charity No 1110956
Annual accounts for the period				
Period start date	1-Sep-08	To	Period end date	31-Aug-09

## Section A

## Statement of financial activities

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
<b>Incoming resources (Note 3)</b>				
Voluntary income	66,078	107,740	173,818	178,021
Investment income	532		532	1,773
<b>Total incoming resources</b>	<b>66,610</b>	<b>107,740</b>	<b>174,350</b>	<b>179,794</b>
<b>Resources expended (Note 4)</b>				
Charitable activities	37,324	110,079	147,403	159,794
Governance costs	4,266	-	4,266	2,062
<b>Total resources expended</b>	<b>41,590</b>	<b>110,079</b>	<b>151,669</b>	<b>161,856</b>
<b>Net incoming/(outgoing) resources before transfers</b>	<b>25,020</b>	<b>(2,339)</b>	<b>22,681</b>	<b>17,938</b>
<b>Gross transfers between funds</b>	<b>(12,298)</b>	<b>12,298</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>12,722</b>	<b>9,959</b>	<b>22,681</b>	<b>17,938</b>
<b>Total funds brought forward</b>	<b>56,520</b>	<b>26,151</b>	<b>82,671</b>	<b>64,733</b>
<b>Total funds carried forward</b>	<b>69,242</b>	<b>36,110</b>	<b>105,352</b>	<b>82,671</b>



<b>ABLAZE A Business Learning Action Zone for Education</b>				Charity No 1110956
Annual accounts for the period				
Period start date	1-Sep-08	To	Period end date	31-Aug-09

## Section B

## Balance sheet

	Unrestricted funds £	Restricted income funds £	Total this year £	Total last year
<b>Fixed assets</b>				
Tangible assets (Note 8)	333	-	333	499
<b>Current assets</b>				
Debtors (Note 5)	26,500	-	26,500	-
Cash at bank and in hand	47,299	45,686	92,985	92,169
<b>Total current assets</b>	73,799	45,686	119,485	92,169
<b>Creditors' amounts falling due within one year (Note 6)</b>	4,890	9,576	14,466	9,997
<b>Net current assets/(liabilities)</b>	68,909	36,110	105,019	82,172
<b>Total assets less current liabilities</b>	69,242	36,110	105,352	82,671
<b>Net assets</b>	69,242	36,110	105,352	82,671
<b>Funds of the Charity</b>				
Unrestricted funds	69,242		69,242	56,520
Restricted income funds		36,110	36,110	26,151
<b>Total funds</b>	69,242	36,110	105,352	82,671

For the period ended 31 August 2009 the company was entitled to exemption under section 477 of the Companies Act 2006. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibility for

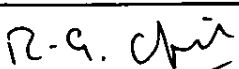
i) Ensuring the company keeps accounting records which comply with section 386, and

ii) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the period then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company

Approved and authorised for  
issue by the trustees and  
signed on their behalf by  
**R G Opie**

Signature

Date of approval

	28-May-10
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<b>ABLAZE A Business Learning Action Zone for Education</b>			Charity No 1110956
Annual accounts for the period			
Period start date	1-Sep-08	To	Period end date 31-Aug-09

## Section C

## Notes to the accounts

### Note 1 Basis of preparation

*This section should be completed by all charities*

#### 1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005),
- and with\* 

✓

 Accounting Standards,
- or 

✓

 Financial Reporting Standards for Smaller Enterprises (FRSSE),
- and with the Charities Act 1993

\* -Tick as appropriate

if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards",

if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick "Financial Reporting Standards for Smaller Enterprises (FRSSE)"

#### 1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year

#### 1.3 Changes to previous accounts

No changes have been made to accounts for previous years, except for the following

Analysis of expenditure has been updated for consistency with the current year





<b>ABLAZE A Business Learning Action Zone for Education</b>			Charity No 1110956
Annual accounts for the period			
Period start date	1-Sep-08	To	Period end date 31-Aug-09

## Section C Notes to the accounts (cont)

### Note 2 Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted.  
Where a different or additional policy has been adopted then this is detailed in the box below.*

#### INCOMING RESOURCES

<b>Recognition of incoming resources</b>	These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources, and the monetary value can be measured with sufficient reliability
<b>Incoming resources with related expenditure</b>	Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report
<b>Investment income</b>	This is included in the accounts when receivable

#### EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources
<b>Governance costs</b>	Includes costs which relate to the general running of the Charity
<b>Charitable activities</b>	Includes costs incurred in the Charity meeting its charitable objectives

#### ASSETS

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £250 They are valued at cost or a reasonable value on receipt
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<b>ABLAZE A Business Learning Action Zone for Education</b>			Charity No 1110956
Annual accounts for the period			
Period start date	1-Sep-08	To	Period end date 31-Aug-09

**Section C** **Notes to the accounts** **(cont)**

**Note 3** **Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts*

	Analysis	This year £	Last year £
<b>Voluntary income</b>	Clerical Medical Personal Financial Capability	-	25,000
	Rolls Royce contribution to project management costs	20,000	20,000
	GE Capital Solutions donation	1,000	6,878
	Bristol City Council - unrestricted funding	14,000	15,000
	Bristol City Council - funding for various specific expenses	28,000	19,000
	Northern Crescent - funding from NRF	-	9,009
	HSBC Pyramid Trust donation	-	16,600
	My Future My Choice	36,963	26,850
	GE funding for core activities	-	10,000
	Transfers from brought forward funds	-	29,684
	Aim Higher	35,000	-
	Aim Higher development fund	15,000	-
	Destination 18	7,000	-
	Donations	8,355	-
	BAE Systems consultancy project	4,500	-
	Astra Zeneca cooking in schools project	4,000	-
	<b>Total</b>	<b>173,818</b>	<b>178,021</b>
<b>Investment income</b>	Bank interest received	532	1,773
	<b>Total</b>	<b>532</b>	<b>1,773</b>

<b>ABLAZE A Business Learning Action Zone for Education</b>				Charity No 1110956
Annual accounts for the period				
Period start date	1-Sep-08	To	Period end date	31-Aug-09

## Section C

## Notes to the accounts

(cont)

### Note 4

### Analysis of resources expended

Resources expended may be further analysed if this would help the reader of the accounts

		This year £	Last year £
<b>Charitable activities</b>	<b>Analysis</b>		
	GE Excellence in Bristol Schools	-	24,801
	Clerical Medical Personal Financial Capability	-	28,409
	Core activities	1,336	3,820
	Northern Crescent	-	11,724
	GE Corporate Finance	-	10,761
	My Future My Choice - project costs	36,290	24,100
	My Future My Choice - coordination	3,300	-
	Business partnership coordinator and secondary coordinator	26,208	12,936
	Strategic consultancy	-	1,500
	Consultant	-	28,984
	Website development an improvements to IT Infrastructure	7,379	1,709
	Seed funding for My Future My Choice	-	6,250
	Chief Executive Officer	28,800	4,800
	Project director consultancy	2,550	-
	Aim Higher - main project and development fund	34,072	-
	Destination 18 - research project	1,512	-
	BAE Systems - consultancy project	2,886	-
	Astra Zeneca - cooking in schools project	3,070	-
	<b>Total</b>	<b>147,403</b>	<b>159,794</b>
<b>Governance costs</b>	Refreshments	-	41
	Governance consultancy - policies and procedures	2,000	-
	Computer costs	481	1,483
	Stationery	93	214
	Sundries	376	309
	Annual return	15	15
	Trustees' indemnity insurance	1,135	-
	Depreciation	166	-
	<b>Total</b>	<b>4,266</b>	<b>2,062</b>

No Trustees were paid expenses in the year (2008: None)



<b>ABLAZE A Business Learning Action Zone for Education</b>			Charity No 1110956
Annual accounts for the period			
Period start date	1-Sep-08	To	Period end date 31-Aug-09

## Section C

## Notes to the accounts

(cont)

### Note 5

### Debtors and prepayments

#### 5.1 Analysis of debtors

Trade debtors  
Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
26,500 0	-	-	-
26,500 0	-	-	-

### Note 6

### Creditors and accruals

#### 6.1 Analysis of creditors

Trade creditors  
Total

Amounts falling due within one year		Amounts falling due after more than one year	
This year £	Last year £	This year £	Last year £
14,466	9,997	-	-
14,466	9,997	-	-



<b>ABLAZE A Business Learning Action Zone for Education</b>			Charity No 1110956
Annual accounts for the period			
Period start date	1-Sep-08	To	Period end date 31-Aug-09

## Section C

## Notes to the accounts

(cont)

### Note 7

### Endowment and restricted income funds

#### 7.1 Funds held

Please give a brief description of any of the following type of funds held by the charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the charity (R).

Fund Name	Type	Purpose and Restrictions
GE Excellence in Bristol Schools	R	Income restricted to funding EBS project
Clerical Medical Personal Financial Capability	R	Income restricted to funding Personal Financial Capability project
HSBC Pyramid Trust	R	Income restricted to funding transition programme
Neighbourhood Renewal - Northern Crescent	R	Income restricted to budgeted spending excluding coordination which is managed by ABLAZE
Bristol City Council - consultant funding	R	Income restricted to funding the role of a named consultant to work with the board of directors
Bristol City Council - support funding	R	Income restricted to funding specific costs of managing the charity
My Future My Choice	R	Income restricted to funding specified project expenses
Aim Higher - main contract and development fund	R	Income restricted to funding costs as agreed in contract
Destination 18 - research project	R	Income restricted to funding cost of delivering the research
BAE Systems - consultancy project	R	Income restricted to funding specific project
Astra Zeneca - cooking in schools project	R	Income restricted to funding specific project



<b>ABLAZE A Business Learning Action Zone for Education</b>				Charity No 1110956
Annual accounts for the period				
Period start date	1-Sep-08	To	Period end date	31-Aug-09

## Section C

## Notes to the accounts

(cont)

### 7.2 Movements of major funds

Fund names	Fund balances brought forward £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances carried forward £
GE Excellence in Bristol Schools	8,880	-	-	5,242	14,122
Clerical Medical Personal Financial Capability	(2,144)	-	-	2,144	-
HSBC Pyramid Trust	16,500	-	-	-	16,500
Neighbourhood Renewal - Northern Crescent	(10,803)	-	-	10,803	-
Bristol City Council - specific support funding	4,249	28 000	(32,249)	-	-
GE Capital Core	(761)	-	-	761	-
GE - mentoring	6,879	-	-	(6,879)	-
My Future My Choice	3,351	32,713	(36,290)	226	-
Aim Higher - main contract and development fund	-	34,025	(34,072)	47	-
Destination 18 - research project	-	7,000	(1,512)	-	5,488
BAE Systems - consultancy project	-	2,932	(2,886)	(46)	-
Astra Zeneca - cooking in schools project	-	3,070	(3,070)	-	-
<b>Total Funds</b>	<b>26,151</b>	<b>107,740</b>	<b>(110,079)</b>	<b>12,298</b>	<b>36,110</b>

<b>ABLAZE A Business Learning Action Zone for Education</b>				Charity No 1110956
Annual accounts for the period				
Period start date	1-Sep-08	To	Period end date	31-Aug-09

## Section C

## Notes to the accounts

(cont)

### Note 8

### Tangible fixed assets

#### 8.1 Cost or valuation

Balance brought forward  
Disposals  
Balance carried forward

Fixtures, fittings and equipment £	Total £
2,815	2,815
(2,316)	(2,316)
499	499

#### 8.2 Accumulated depreciation and impairment provisions

Basis	SL
Rate	100%

Balance brought forward  
Depreciation charge for year  
Disposals  
Balance carried forward

2,316	2,316
166	166
(2,316)	(2,316)
166	166

#### 8.3 Net book value

Brought forward  
Carried forward

499	499
333	333