

REGISTERED COMPANY NUMBER 06887043 (England and Wales)
REGISTERED CHARITY NUMBER: 1003796

Report of the Trustees and
Financial Statements For The Year Ended 31 March 2013
for
GHARWEG Advice Training & Careers Centre



James Barnasco & CO
58 Perronet House
Princess Street
London
SE1 6JS

GHWEG Advice Training & Careers Centre

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For The Year Ended 31 March 2013

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GHWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2013. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06887043 (England and Wales)

Registered Charity number

1003796

Registered office

5 Westminster Bridge Road

London

SE1 7XW

Trustees

Ms C Enoh

Ms Y Akosah

Ms C Ali

E Anaman

Ms S Sesay

M Banguara

N Amofah

D Doku

Ms F Ewudo

Ms R Odonkor

Ms A Khamlich

Ms S Essah

Chairperson

Treasurer

Secretary

Asst Secretary

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Trustee

Company Secretary

N Yen

Independent examiner

James Barnasco-Olekah

Chartered Certified Accountants

James Barnasco & Co

58 Perronet House

Princess Street

London

SE1 6JS

Bankers

National Westminster Bank plc

London Bridge Branch

10 Southwark Street

London

SE1 1TT

GCHARWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. There are currently 12 members, each of whom guarantees to contribute £1 in the event of the charity being wound up.

GCHARWEG was set up in August 1985 by a group of Africans who named the organisation the Ghana Refugee Welfare Group (GCHARWEG). It was set up to meet the immigration and welfare needs of Ghanaians and other Africans who because of the then political upheavals in their countries came to the UK. In line with the different clients groups and nationalities that GCHARWEG offer services to, the AGM on 16th December, 1997, decided to use the acronym GCHARWEG, and added Advice, Training & Careers Centre to the name. This was re-affirmed at the AGM of 4th December 2005.

Recruitment and appointment of new trustees

Trustees are also known as members of the Management Committee. To become a trustee you must be nominated by a member of GCHARWEG and presented at the AGM and agree to serve as a member of the Management Committee. All potential Management Committee members must fill in a GCHARWEG membership form.

All potential members of the Management Committee and all members are sent details of the AGM, six weeks before the event takes place. Members are given the opportunity to nominate members to the Management Committee and there is a deadline of at least three days before the AGM.

All Management Committee members are subject to voting. If not present at the meeting, a member must confirm that a nominated person will serve in the Management Committee. In situations where there are less than 15 members proposed, the meeting is asked to adopt the members with the provision that a member in the list could be voted not to serve if members find the potential member unacceptable.

Members elected at the AGM are sent letters confirming their appointments.

At each Annual General Meeting one third of the members who have been longest in office for three years retire. All retiring members are eligible for re-election for one further term of three years.

Induction and training of new trustees

Most of the trustees are already familiar with the practical work of the charity and a day is devoted to the induction of all members of the Management Committee. They are provided with all key documents of GCHARWEG i.e. Constitution, Financial and Management Policy, Equal Opportunities and Complaint policies, Charity Commission guide and publications on Trustees, etc. The Director of GCHARWEG supported by members of the executive conducts the induction.

Organisation

The Management Committee meets every 3 months. Four persons must be present for the meeting to be quorate.

Members of the Committee are charged with making decisions with regard to the Charity's business, strategic direction and main areas of policy. Trustees delegate day to day leadership to the Director who is responsible for operational management.

GHWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees, have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error

The Management Committee conducted a major risks assessment for the charity and systems have been put in place to mitigate those risks. Significant external risks of instability in funding led to the development of a strategic plan, which will allow for the diversification of funding ensuring that we meet our business objectives. Internal risks are minimised by the implementation of procedures for authorization of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed by the Management Committee to ensure that they still meet the needs of the charity.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The main objects are

- (a) The organisation is established to promote any charitable purpose for the benefit of persons resident in the United Kingdom, and in particular persons who are refugees, asylum seekers, migrants and/or in any way marginalised
- (b) GHWEG will work with similar likeminded organisations and individuals outside the UK and in particular Africa and the Caribbean to promote charitable purpose for the benefits of marginalised and disadvantaged people and communities

The Trustees comply with their duty to have due regard to directing the activities of the charity towards public benefit

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Advice Services

A part time Advice Voluntary Worker provides advice to people who need immigration advice to support their integration or for the Home Office determination procedures. There are high levels of demand for immigration advice and other welfare benefit support. Due to constraints in our budget the Advice Worker does this on a voluntary basis. We have continued to seek resources for this type of work.

GHWEG Employability Project

During the year we ran various sessions and workshops that targeted unemployed people and the economically inactive in order to provide them with skills to enter the employment market. One off workshops sessions on employability are quite popular. We offer training courses in ICT applications and equip unemployed people with ICT skills to enhance their employment prospects. In addition to the training we offer one-to-one vocational guidance and counselling support to our clients and general employment workshops. Due to financial constraints, we have supported learners through the UKONLINE programme.

Basic Skills Project

Together with BONABOTO Union we run English for Speakers of Other Languages and Literacy and Numeracy project. The project benefitted over 100 people, the majority of whom were supported to access other courses/training or employment.

GCHARWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Business Development Programme

Throughout the year we supported young people with business ideas. We ran workshops sessions on business development skills and offered one to one advice and support for people to set up their self-help ventures. The businesses that were viable were those that set up social enterprises. Through the programme we supported five community organisations who accessed funding for JobCentreplusPlus. They ran a series of short-term courses and supported people into jobs.

Currently four social enterprises use our centre on a daily basis to support the development of their businesses.

Overseas Work

GCHARWEG is working with the Foundation for Security and Development in Africa (FOSDA) funded by Comic Relief. FOSDA is implementing a project in some selected districts in Northern Ghana. FOSDA is working with women's groups, Savannah Womens' Empowerment Group Ghana (SWEWG) and other NGOs and stakeholders to improve their participation in the decision making processes in local government and the national parliament. Women bring different perspective to the development agenda and by engaging and working with women and their supporters it will bring value added to the project. There will be a mid-term evaluation of the project. This will enable us to assess how the project is progressing and the value it is adding to women's involvement in the development process in Ghana.

We worked in partnership with organisations in Africa to meet the needs of local communities. **GrassrootsAfrica** and **Community Partnership for Health and Development (CPHD)** who implemented a project in Northern Ghana. The two organisations worked with local communities and provided them with skills to engage in the democratic process. The project engaged people to offer a constructive contribution to the development agenda. Educated elites dominate politics in Ghana, and the project was aimed at ensuring that the general population can make an input into the decision making process. We experienced problems with the partners in Ghana and in August 2011 the project was put on hold and finally terminated in September 2012. It is rather unfortunate that due to problems with the partners this project did not complete its life cycle. It has however provided the opportunity for us to review our systems and ensure that next time round we will work with and monitor partners who will effectively deliver the project. The experience has enabled us to put systems in place that will ensure that partners are held responsible and manage projects effectively.

Networking and partnership

GCHARWEG works in partnership with other community organizations to meet the needs of our target groups. As a small community organization and taking into account the changing environment of funding and the contract culture, there is no way that **GCHARWEG** can go it alone. **GCHARWEG** has become a focus centre that is providing space for small community organisations and social enterprises to set up their businesses and move on.

GCHARWEG is continuing to develop partnerships with other community organisations to deliver the employability project.

We are also seeking to engage colleges to provide apprenticeship for young people and adults. We hope to build on the apprenticeship scheme to continue to offer support for our clients.

We are continuing to engage with local organisations and NGOs to develop projects that will support the integration of the communities that we target.

The Literacy and Numeracy Project is run in conjunction with BONABOTO UK.

GHWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

We have worked with UKONLINE, now Tinder Foundation, for the past two years. Over 300 people have been supported to access learnmyway programmes that have qualitatively improved their lives. People who have not used the internet before have learnt how to go online and safely. We operate an Internet Cafe. However due to the fact that the majority of our clients are homeless people with little resources it is not bringing in the income that we had anticipated.

We are also running pilot French classes for those who want to improve or learn the French language. The numbers are picking up and we will develop this into a mainstream project in the organisation.

We have worked with networks such as **Refugee Council**, **Community Action Southwark (CAS)**, **London Voluntary Sector Training Consortium (LVSTC)**, **Black Training and Enterprise Group (BTEG)**, refugee forums, etc.

Strategic Development

During the year and with support from Comic Relief through organisational development support, GHWEG has reassessed its role in the voluntary sector. We have also reviewed our financial and Management system that is aiding the development and transparency within the organisation.

The review made it clear that we should continue to develop on what we are good at. Our advantage is offering employment training to unemployed people. However due to the fact that funding for unemployed people for employment training has become harder to access, it was decided that we concentrate on the following:

Income Generation courses

We will design IT, Employability, English Language, Internet and Social Media courses and advertise them widely to people who are prepared to pay for them. We will be competitive so as to generate enough income to meet our cost and as well as earn income for organisational development.

Another area that we are exploring is franchising. We are in discussion with a number of language agencies to franchise their training packages.

Apprenticeship is another area that we are exploring. This will be based on sub-contracts from main training providers.

We are exploring income generation projects. We will expand on the projects that we deliver and add additional courses like Sage and Business Accounting, Business Administration, Computer Hardware, Saturday School for young people. We will also reach out and expand on our overseas work. We are in discussions with other partners in Africa and hopefully projects may be set up to support marginalized communities.

Funders

We are grateful for the funders and other stakeholders who have supported our work in the past. In the coming year most of our funding will be through contracts.

We are grateful to City Bridge Trust for its grant towards Foundations for ESOL. It was for three years and ended on 31st March 2012. We are grateful for the grant from Walcot Foundation that went towards the business development project. UKONLINE (Tinder Foundation) income went towards cost of supporting people who have never accessed the internet before, to do so.

We are grateful to DFID for funding the overseas project (though the project ran into problems) and Comic Relief.

GHWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Awards

We have the following quality awards

" Investors in People (IIP)

" Quality Mark

" Exemption from the Office of Immigration to undertake immigration advice at Competence Level 2

FINANCIAL REVIEW AND RESERVE POLICY

Income and expenditure

During the year the charity received £122,367 (2012 £287,014) of incoming resources and expended £154,495 (2012 £287,868)

Reserves policy

At 31 March 2013 restricted reserves amounted to £83,689 (2012 £117,089)

There is a surplus of £29,209 on unrestricted funds at the year end (2012 - £27,937)

The Trustees believe that the company should hold in reserves a sufficient cushion of funds to enable it to continue to exist in a period of reduced income and, should it be necessary to cease to operate, wind up in an orderly fashion. The trustees consider the desirable level of reserves for this purpose to be a minimum of six months operating costs. This equates to approximately £77,248 at current staffing levels.

The Trustees plan to generate annual operating surpluses in order to build reserves to this level.

Investment policy

The Management Committee has considered the most appropriate policy for investing funds and has found that the fixed deposit account with Natwest Bank meets the requirements to generate income. The Management Committee considers the returns for the year to be satisfactory.

PLANS FOR FUTURE PERIODS

The future outlook is not clear with regard to our employment training activities. We are continuing to assess contracts opportunities that may come on board. Contracts are being reviewed by government and we hope that to follow what is happening to continue to provide support for our members and the communities that we target.

GHARWEG Advice Training & Careers Centre

Report of the Trustees

For The Year Ended 31 March 2013

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of GHARWEG Advice Training & Careers Centre for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charity SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

INDEPENDENT EXAMINER

James Barnasco-Olekah of James Barnasco & Co, Chartered Certified Accountants has been reappointed for the following year

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website

ON BEHALF OF THE BOARD


Trustee *Eberitzer Ariaman*

Date *29-10-2013*

**Independent Examiner's Report to the Trustees of
GHARWEG Advice Training & Careers Centre**

I report on the accounts for the year ended 31 March 2013 set out on pages ten to seventeen

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

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 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention

Basis of the 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 statements 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 and 387 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 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, or

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

Independent Examiner's Report to the Trustees of
GHWEG Advice Training & Careers Centre



James Barnasco-Oleka
Chartered Certified Accountants
James Barnasco & CO
58 Perronet House
Princess Street
London
SE1 6JS

Date *30-10-2013*

Gharweg Advice Training & Careers Centre

Statement of Financial Activities
For The Year Ended 31 March, 2013.

| | Notes | Unrestricted Funds £ | Restricted Funds £ | 31 3 13 Total Funds £ | 31 3 12 Total Funds £ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Voluntary income | 2 | 770 | 9,855 | 10,625 | 2,230 |
| Activities for generating funds | 3 | 2,745 | - | 2,745 | - |
| Investment income | 4 | 57 | - | 57 | 78 |
| Incoming resources from charitable activities | 5 | - | 108,940 | 108,940 | 284,706 |
| Total incoming resources | | 3,572 | 118,795 | 122,367 | 287,014 |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds | | | | | |
| Costs of generating voluntary income | 6 | 2,300 | - | 2,300 | - |
| Charitable activities | 6 | - | 144,077 | 144,077 | 270,667 |
| Governance costs | 6 | - | 8,118 | 8,118 | 8,201 |
| Total resources expended | | 2,300 | 152,195 | 154,495 | 278,868 |
| NET INCOMING /(OUTGOING) RESOURCES | 7 | 1,272 | (33,400) | (32,128) | 8,146 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 27,937 | 117,089 | 145,026 | 136,880 |
| TOTAL FUNDS CARRIED FORWARD | | 29,209 | 83,689 | 112,898 | 145,026 |

There were no gains or losses during the year other than those included in the Statement of Financial activities

The notes form part of these financial statements

Gharweg Advice Training & Careers Centre

Balance Sheet
At 31 March 2013

| | Notes | Unrestricted funds £ | Restricted funds £ | 31 3 13 Total funds £ | 31 3 12 Total funds £ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 11 | | 883 | 883 | - |
| CURRENT ASSETS | | | | | |
| Cash at bank and in hand | | 38,973 | 155,543 | 194,516 | 166,789 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 12 | (9,764) | (72,737) | (82,501) | (21,763) |
| NET CURRENT ASSETS | | <u>29,209</u> | <u>83,689</u> | <u>112,898</u> | <u>145,026</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 29,209 | 83,689 | 112,898 | 145,026 |
| NET ASSETS | | <u>29,209</u> | <u>83,689</u> | <u>112,898</u> | <u>145,026</u> |
| FUNDS | 13 | | | | |
| Unrestricted funds | | | | 29,209 | 27,937 |
| Restricted funds | | | | 83,689 | 117,089 |
| TOTAL FUNDS | | | | <u>112,898</u> | <u>145,026</u> |

The notes form part of these financial statements

GHWEG Advice Training & Careers Centre

Balance Sheet - continued

At 31 March 2013

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2013

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2013 in accordance with Section 476 of the Companies Act 2006


The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that 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 charitable company as at the end of each financial year and of its surplus or deficit 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 charitable company

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

The financial statements were approved by the Board of Trustees on
behalf by

and were signed on its


Trustee *Ebenezer Anaman*

The notes form part of these financial statements

CHARWEG ADVICE TRAINING & CAREERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH, 2013

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 April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and reporting by Charities, issued in March 2005

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Resources expended

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 resources

Governance costs

Governance costs are associated with the governance arrangements of the charity and include the costs of the external examiner

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at the following annual rates to write off each assets over its estimated useful life

- Office furniture and equipment 25%

Taxation

The charity is exempt from corporation tax on its charitable activities

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees

Restricted funds can only be used for particular restricted purposes within the objects of the charity

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

2 INCOMING RESOURCES FROM GENERATED FUNDS

| Voluntary income | Unrestricted | Restricted | 2013 Total | 2012 Total |
|-------------------|--------------|--------------|---------------|---------------|
| | £ | £ | £ | £ |
| Walcot Foundation | - | 9,855 | 9,855 | - |
| Donations | 770 | - | 770 | 1,810 |
| Diaspora grant | - | - | - | 420 |
| | <u>770</u> | <u>9,855</u> | <u>10,625</u> | <u>2,230</u> |

GHARWEG ADVICE TRAINING & CAREERS CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH, 2013.**

3 ACTIVITIES FOR GENERATING FUNDS

| | 2013 £ | 2012 £ |
|------------------|--------------|-----------|
| Bonaboto project | 2,745 | - |
| | <u>2,745</u> | <u>-</u> |

4 INVESTMENT INCOME

| | 2013 £ | 2012 £ |
|--------------------------|-----------|-----------|
| Deposit account interest | 57 | 78 |
| | <u>57</u> | <u>78</u> |

5 Incoming resources from charitable activities

| | Unrestricted £ | Restricted £ | 2013 Total £ | 2012 Total £ |
|---------------------------------|-------------------|-----------------|--------------------|--------------------|
| Skills Funding Agency | | | | 49,697 |
| Dept for Int Development (DFID) | | | | 47,640 |
| City Bridge Trust | | | | 30,300 |
| Pecan Ltd (Through L D A) | | | | 9,955 |
| A 4 E Flexible New Deal | | 22,593 | 22,593 | 13,620 |
| Comic Relief | | 78,247 | 78,247 | 106,569 |
| UK Online | | 8,100 | 8,100 | 26,925 |
| | <u>-</u> | <u>108,940</u> | <u>108,940</u> | <u>284,706</u> |

6 TOTAL RESOURCES EXPENDED

| | Staff costs £ | Other direct costs £ | Allocation of central costs £ | 2013 Total £ | 2012 Total £ |
|---|---------------------|-------------------------------|--|--------------------|--------------------|
| Costs of generating voluntary income | 2,100 | 200 | - | 2,300 | - |
| Charitable activities | | | | | |
| Overseas work | 8,548 | 58,231 | 2,115 | 68,894 | 151,868 |
| Employability project | 19,600 | 8,094 | 24,118 | 51,812 | 91,632 |
| Basic skills project | 9,522 | - | 5,117 | 14,639 | 16,517 |
| Advice & Information | 6,067 | - | 2,665 | 8,732 | 10,650 |
| Governance | 800 | 7,129 | 189 | 8,118 | 8,201 |
| Total resources expended | <u>46,637</u> | <u>73,654</u> | <u>34,204</u> | <u>154,495</u> | <u>278,868</u> |

GHARWEG ADVICE TRAINING & CAREERS CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH, 2013.

7 Net incoming /(Outgoing) Resources for the Year

Net resources are stated after charging/(crediting)

| | <u>2013</u> | <u>2012</u> |
|-----------------------------|-------------|-------------|
| | <u>£</u> | <u>£</u> |
| Depreciation - owned assets | 294 | 4,092 |

8 TRUSTEES REMUNERATION & BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2013 not for the year ended 31 March 2012

Trustees' expenses

Trustees expenses of £212 were reimbursed during the year (2012 £454)

9 STAFF COSTS

| | <u>2013</u> | <u>2012</u> |
|------------------|-------------|-------------|
| | <u>£</u> | <u>£</u> |
| Salaries & Wages | 46,637 | 84,495 |

The average number of employees during the year was 3 (2012 8) No employee received remuneration of more than £60,000 during the year, (2012 £Nil)

10 RESOURCES EXPENDED

Charitable activity - Comic Relief

The charity received funding of £71,047 from Comic Relief, £58,166 was transferred to FOSDA

GHARWEG ADVICE TRAINING & CAREERS CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH, 2013.**

11 TANGIBLE FIXED ASSETS

| | <u>Office furniture & Equipment</u> £ |
|------------------------|--|
| Cost at 1st April 2012 | |
| Additions | 1,177 |
| At 31st March 2013 | <u><u> </u></u> |
| At 31 March 2013 | |
| DEPRECIATION | |
| As at 1st April 2012 | - |
| Charge for the year | 294 |
| | <u><u> </u></u> |
| Net book value | |
| At 31st March 2013 | <u><u>883</u></u> |
| At 31st March 2012 | <u><u>-</u></u> |

12 Creditors: amounts falling due within one year

| | 2013 £ | 2012 £ |
|-------------------------------|----------------------|----------------------|
| Other taxes & social security | - | - |
| Other creditors and accruals | 82,501 | 21,763 |
| | <u><u>82,501</u></u> | <u><u>21,763</u></u> |

13 MOVEMENT IN FUNDS

| | 01 04 12 £ | Net movements in funds £ | 31 03 13 £ |
|---------------------------------|-----------------------|-----------------------------------|-----------------------|
| Unrestricted funds | | | |
| Unrestricted funds | 27,937 | 1,272 | 29,209 |
| Restricted funds | | | |
| Restricted funds | 103,853 | (36,036) | 67,817 |
| Dept for Int Development (DFID) | - | (1,316) | (1,316) |
| Comic Relief | 11,509 | 2,152 | 13,661 |
| Comic Relief Capacity Building | 1,727 | 1,800 | 3,527 |
| | <u><u>117,089</u></u> | <u><u>(33,400)</u></u> | <u><u>83,689</u></u> |
| Total Funds | <u><u>145,026</u></u> | <u><u>(32,128)</u></u> | <u><u>112,898</u></u> |

GHARWEG ADVICE TRAINING & CAREERS CENTRE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH, 2013.**

14 MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| Unrestricted funds | 3,572 | (2,300) | 1,272 |
| Restricted funds | | | |
| Restricted funds | 40,548 | (76,584) | (36,036) |
| Dept for Int Development (DFID) | 0 | (1,316) | (1,316) |
| Comic Relief | 71,047 | (68,895) | 2,152 |
| Comic Relief Capacity Building | 7,200 | (5,400) | 1,800 |
| | <u>118,795</u> | <u>(152,195)</u> | <u>(33,400)</u> |
| Total Funds | <u>122,367</u> | <u>(154,495)</u> | <u>(32,128)</u> |

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds £ |
|------------------------------------|-------------------------------------|-----------------------------------|------------------------------|
| Tangible Assets | 0 | 883 | 883 |
| Current Assets | 38,973 | 155,543 | 194,516 |
| Current Liabilities | (9,764) | (72,737) | (82,501) |
| Net Assets at 31 March 2013 | <u>29,209</u> | <u>83,689</u> | <u>112,898</u> |