

HARTCLIFFE COMMUNITY PARK FARM ACCOUNTS

YEAR ENDED 31st MARCH 2010

**Charity Number 298805
Company Registration Number 2102228**

THURSDAY



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COMPANIES HOUSE

HARTCLIFFE COMMUNITY PARK FARM

FINANCIAL STATEMENTS

Year ended 31st March 2010

CONTENTS	PAGE
Legal and Administrative Information	1
Trustees annual report	2 to 5
Independent Examiner's Report	6
Statement of financial activities	7
Balance sheet	8
Notes to the Accounts	9 to 14

HARTCLIFFE COMMUNITY PARK FARM

Legal and administrative information

Year ended 31st March 2010

Status

HARTCLIFFE COMMUNITY PARK FARM is a company limited by guarantee and a registered charity governed by its memorandum and articles of association Charity number 298805, Company No 2102228

TRUSTEES

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

The Trustees who served during the year and since the year end were as follows

Lorraine Horgan	Chair
Steven Martin	Vice Chair
Roy Pedwell	Secretary
Ray Pedwell	Treasurer
Pamela Cutter	
Andy Betteridge	
Cllr Tim Kent	

Registered Office

Hartcliffe Community Park Farm
Lampton Avenue
Hartcliffe
Bristol
BS13 0QH

Independent Examiners

Bristol Community Accountancy Project
The Park,
Davenry Road, Knowle
Bristol BS4 1DQ

Bankers

The Co-operative Bank plc	HSBC Bank
16 St Stephens Street	24 College Green
Bristol	Bristol BS1 5TD

HARTCLIFFE COMMUNITY PARK FARM

TRUSTEES REPORT

Year ended 31st March 2010

The Trustees present their report and the unaudited financial statements of the charity for the year ended 31st March 2010

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities

Structure, Governance and Management

The Directors

The Board of Directors, who are Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1

There shall be at least three members of the executive board and no maximum. Any member shall hold office only until the next Annual General Meeting and at the first Annual General Meeting all members of the Executive Board shall resign from office, and at the Annual General Meeting in every subsequent year one third of the members of the Executive Board shall retire by rotation. The members to retire shall be those who have been longest in office since their last appointment.

Risk review

We hold in the bank £35,116 £32,102 of which are unrestricted funds. These funds are held in order to meet any unforeseen expenditure. We aim to keep the entire unrestricted funds in reserve.

Objectives and activities

Objects of the Charity

The objects of Hartcliffe Community Park Farm Ltd are

- To assist in the relief of poverty of young unemployed persons in Hartcliffe and the surrounding area (the area of benefit). To advance the education of the residents of the 'area of benefit' and the public at large, particularly young people, in agriculture, horticulture, home crafts, country life, protection and improvement of the natural environment through best environmental practices, especially by encouraging reduction, reuse and recycling and related subjects and in the principles of self discipline and good citizenship and through their leisure activities so that they develop their physical, mental and spiritual capacities and grow to full maturity as individuals and members of society and their conditions of life may be improved.
- To promote humanity and morality amongst the residents of the area of benefit by educating them in care and consideration of all animals in need of care and protection, and for these purposes to care for and exhibit animals in common agricultural and domestic use so that the public, and particularly young people will learn a greater awareness of appreciation for such animals.
- To provide education and training for persons resident in the area of benefit who have need for such facilities by reason of their age, youth, infirmity or disablement, poverty or social

HARTCLIFFE COMMUNITY PARK FARM

TRUSTEES REPORT

Year ended 31st March 2010

and economic circumstances, so as to prepare them for any trade, occupation or service and thereby advance them in life to enable them to earn their own livelihood

- To relieve physically or mentally disabled residents of the area of benefit by the provision of remedial, recreational or therapeutic activity facilities, subject where appropriate to the consent of the medical advisers of such persons

Review of activities

Since the last AGM we have had a very busy year. We had a Scoping completed by Mr Gregg Pilley. This was done to see how we can best utilise some of the land around the farm, the cost of this was £5,000

We hope to get further grants from BCC and the Big Lottery Fund to put his ideas into use

The farm resource building has had the old kitchen and walls removed and rebuilt to give a bigger space for a brand new kitchen to be fitted. We were able to upgrade this with a Big Lottery grant

Also at the farm we have had the security fence completed at the rear of Witch Hazel road and this is now finished. The second stage of the fence was completed by the Payback team who did a very good job to make the farm more secure

We also had the Latter Day Saints at the farm, 200 in total, as we were their chosen charity this year. They took on a lot of tasks to include painting, weeding, and cutting back overhanging branches. They did a very good job of cleaning up

Florence Brown School, now known as Know-ledge are still using the farm as an outreach and they will be changing their use of the farm to completing NVQ courses

We have also had part of the driveway tarmaced for free by Rosco's as they were working in the area

There is £1,200 in the bank for the refurbishment of the toilets. This is a priority and we hope to start work soon

The Board would like to thank everyone who has supported us throughout the last year and hope that we can have an even better 2010/2011

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations

The trustees are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any

HARTCLIFFE COMMUNITY PARK FARM

TRUSTEES REPORT

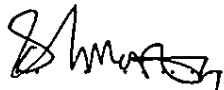
Year ended 31st March 2010

- 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 charity will continue in business

The trustees are responsible for keeping proper accounting records that 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 2006. 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.

Approved by the trustees and signed on their behalf by

Steve Martin
Trustee



Royston Pedwell
Trustee



Registered Office

Hartcliffe Community Park Farm
Lampton Ave
Hartcliffe
Bristol
BS13 0HQ

HARTCLIFFE COMMUNITY PARK FARM

Independent Examiner's Report to the Trustees

Year ended 31st March 2010

I report on the accounts of the company for the year ended 31st March 2010 which are set out on pages 7 to 14

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees 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.

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

As in previous years, there is a problem with the system used for recording and banking income. There has not been enough money recorded as income to cover the value of both cash and bank expenditure resulting in a deficit of cash in hand. The charity has been urged to resolve this problem to ensure accurate recording of income in the future.

In connection with my examination, no other 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 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.

Joanne Trowbridge MAAT



15/12/2010

Bristol Community Accountancy Project
The Park,
Daventry Road,
Knowle, Bristol, BS4 1DQ

HARTCLIFFE COMMUNITY PARK FARM

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31st MARCH 2010

		Unrestricted Funds	Restricted Funds	Total Funds 2010	Total Funds 2009
	Note	£	£	£	£
Incoming resources					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	1,707	-	1,707	3,216
Activities for generating funds		6,556	-	6,556	6,509
Investment income		195	-	195	199
<i>Incoming resources from charitable activities</i>	3	14,111	38,605	52,716	36,000
<i>Other incoming resources</i>		-	-	-	38
Total incoming resources		22,569	38,605	61,174	45,962
Resources expended					
<i>Costs of generating funds</i>					
<i>Charitable activities</i>	4	13,916	32,991	46,907	31,264
<i>Governance costs</i>	5	1,699	2,600	4,299	4,691
Total resources expended		15,615	35,591	51,206	35,955
Net incoming/(outgoing) resources					
- net income/(expenditure) for the year		6,954	3,014	9,968	10,007
Net movement in funds		6,954	3,014	9,968	10,007
Total funds at 1 April 2008		29,575	-	29,575	18,928
Other recognised gains or losses		1,950	-	1,950	640
Total funds at 31 March 2009	12	38,479	3,014	41,493	29,575

All of the activities of the charity are classed as continuing

The notes on pages 9 to 14 form part of these financial statements

HARTCLIFFE COMMUNITY PARK FARM

BALANCE SHEET

YEAR ENDED 31st MARCH 2010

	Note	2010 £	2009 £
Fixed assets	9	1,972	2,393
Current assets			
Debtors	10	1,200	-
Stock		5,355	3,405
Cash at bank		35,116	24,022
Cash in hand		(854)	618
		<u>40,817</u>	<u>28,045</u>
Creditors : Amounts falling due within one year	11	(1,296)	(863)
		<u>(1,296)</u>	<u>(863)</u>
Net current assets		39,521	27,182
Net assets		<u><u>41,493</u></u>	<u><u>29,575</u></u>
Funds			
Restricted funds	12	3,014	-
Unrestricted funds	12	38,479	29,575
		<u><u>41,493</u></u>	<u><u>29,575</u></u>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act

The directors acknowledge their responsibilities for

- (i) ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company

These financial statements were approved by the trustees on 15 10 2010 and are signed on their behalf by



Royston Pedwell
Trustee



Steve Martin
Trustee

The notes on pages 9 to 14 form part of these financial statements

HARTCLIFFE COMMUNITY PARK FARM

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2010

1 Accounting policies

- a) The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005
- b) Income from donations/grants is included incoming resources when these are receivable, except as follows
 - i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods
 - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met
- c) Resources expended are recognised in the period in which they are incurred Resources expended include attributable VAT which cannot be recovered
- d) Most expenditure is directly attributable to specific activities, and have been included in those cost categories Support cost have been allocated 100% towards the charitable activities of the charity
- f) Rentals applicable to operating lease agreements where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease
- g) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees
- h) 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
- i) Depreciation of fixed assets (see note 9) is calculated to write off the cost or valuation over useful lives as follows
 - Motor Vehicles - 25% reducing balance
 - Plant & Machinery - 10% reducing balance
 - Fittings & Fixtures - 10% reducing balance

HARTCLIFFE COMMUNITY PARK FARM

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2010

2 Voluntary Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Donations & Sponsorships	1,707	-	1,707	3,216
	<u>1,707</u>	<u>-</u>	<u>1,707</u>	<u>3,216</u>

3 Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Grants	12,000	38,605	50,605	36,000
Rural Payments Agency	2,111	-	2,111	-
	<u>14,111</u>	<u>38,605</u>	<u>52,716</u>	<u>36,000</u>

HARTCLIFFE COMMUNITY PARK FARM

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2010

4 Charitable activities

	Unrestricted Funds	Restricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£	£
Staff costs	-	21,237	21,237	21,015
Farm animal costs	3,276	-	3,276	3,831
Admin & sundries	1,253	-	1,253	607
Site & buildings	5,036	8,186	13,222	365
<i>Support costs</i>				
Heat & light	-	3,519	3,519	1,915
Vehicle/transport costs	1,872	-	1,872	1,282
Telephone	1,063	-	1,063	880
Refuse, Health & Safety	617	-	617	350
Machine repairs	99	-	99	150
Volunteers expenses	178	-	178	180
Depreciation	372	49	421	536
Payroll fee	150	-	150	153
	<u>13,916</u>	<u>32,991</u>	<u>46,907</u>	<u>31,264</u>

5 Governance costs

	Unrestricted Funds	Restricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£	£
Independent examination fees	473	-	473	344
Insurance	1,226	2,600	3,826	4,347
	<u>1,699</u>	<u>2,600</u>	<u>4,299</u>	<u>4,691</u>

HARTCLIFFE COMMUNITY PARK FARM
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st MARCH 2010

6 Net incoming resources for the year

This is stated after charging:

	2010	2009
	£	£
Independent examination fees	473	344
Depreciation	421	536
	<u>894</u>	<u>880</u>

7 Staff costs and numbers

The aggregate payroll costs were

	2010	2009
	£	£
Wages and salaries	21,237	21,015
	<u>21,237</u>	<u>21,015</u>

No employee received emoluments of more than £60,000

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows

2010	2009
No.	No.
<u>1</u>	<u>1</u>

8 Taxation

The charity is exempt from corporation tax on its charitable activities

HARTCLIFFE COMMUNITY PARK FARM
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31st MARCH 2010

9 Tangible fixed assets

	Motor Vehicle	Motor Vehicle	Plant & Machinery	Fittings & Fittings	Total
	£	£	£	£	£
Cost					
At 1 April 2009	1,645	2,100	9,813	1,135	14,693
Additions	-	-	-	-	-
At 31 March 2010	<u>1645</u>	<u>2100</u>	<u>9,813</u>	<u>1,135</u>	<u>14,693</u>
Depreciation					
At 1 April 2009	1,448	1,085	8,825	942	12,300
Charge for the year	49	254	99	19	421
At 31 March 2010	<u>1497</u>	<u>1339</u>	<u>8,924</u>	<u>961</u>	<u>12,721</u>
Net book value					
At 31 March 2010	<u>148</u>	<u>761</u>	<u>889</u>	<u>174</u>	<u>1,972</u>
At 31 March 2009	<u>197</u>	<u>1,015</u>	<u>988</u>	<u>193</u>	<u>2,393</u>

	2010 £	2009 £
Trade debtors	1,200	-
	<u>1,200</u>	<u>-</u>

10 Creditors: amounts falling due within one year

	2010 £	2009 £
Accruals	473	344
HM Revenue & Customs	823	519
	<u>1,296</u>	<u>863</u>

HARTCLIFFE COMMUNITY PARK FARM

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2010

11 Movement in funds

	At 01-Apr 2009 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2010 £
Restricted funds					
Bristol City Council	-	27,405	(27,405)	-	-
BIG Lottery	-	10,000	(8,186)	-	1,814
Dundry View	-	1,200	-	-	1,200
	-	38,605	(35,591)	-	3,014
Unrestricted funds					
General funds - Includes increase/ decrease in stock value	29,575	24,519	(15,615)	-	38,479
	29,575	24,519	(15,615)	-	38,479
Total funds	29,575	63,124	(51,206)	-	41,493

Purpose of Restricted funds:

Bristol City Council - General running costs and salaries
BIG Lottery - New Kitchen
Dundry View - Toilets

12 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.