

Company Registration No 04370699
Charity Registration No . 1095602

LIGHT RELIEF LIMITED
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 28 FEBRUARY 2013



LIGHT RELIEF LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	A B Bridge R A Fisher M J A Griffiths L M Harmer D Hersey J Simpson P J D Woodroffe
Secretary	S McGreevy
Charity Number	1095602
Company Number	04370699
Principal Address and Registered Office	Redoubt House Edward Road Eastbourne BN23 8AS
Accountants	OBC The Accountants Limited Chartered Accountants 2 Upperton Gardens Eastbourne BN21 2AH
Bankers	Lloyds Bank plc Terminus Road Eastbourne BN21 3AH

LIGHT RELIEF LIMITED

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LIGHT RELIEF LIMITED

TRUSTEES' REPORT FOR THE YEAR ENDED 28 FEBRUARY 2013

The trustees present their report and accounts for the year ended 28 February 2013

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005

Structure, Governance and Management

Governing Document

Light Relief Limited is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association

Light Relief Limited was incorporated as a company limited by guarantee on 11 February 2002 and was registered as a charity by the Charity Commission on 24 January 2003

Recruitment, Appointment of Trustees

Trustees, who are also Directors of the Company, are elected by the Board. The Chair, working with one other Trustee, oversees the elections process for Board appointments, which are then approved by the board. A separate process agreed by the Trustee Board is followed for the election of the Chair. No other persons or bodies external to the charity were entitled to appoint persons to the Trustee Board.

Induction of Trustees

Newly appointed Trustees are appointed with a comprehensive induction to Light Relief Limited through the provision of training courses and induction materials.

The trustees, who are also the directors for the purpose of company law, who served during the year were

A B Bridge
R A Fisher
M J A Griffiths
L M Harmer
D Hersey
J Simpson
P J D Woodroffe

Organisational Structure

Light Relief Limited is governed by its Trustee Board, which is responsible for setting the strategic direction of the organisation and the policy of the charity. The Trustees carry the ultimate responsibility for the conduct of Light Relief Limited and for ensuring that the charity satisfies its legal and contractual obligations.

LIGHT RELIEF LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 28 FEBRUARY 2013

Major risks

As part of its ongoing risk assessment and risk management, the major risks to which the charity is exposed are continually assessed and the findings notified to the Trustees. The Trustees are satisfied that appropriate measures are being implemented to mitigate the effects of those risks. Internal risks are minimised by the implementation of effective financial and administrative controls and procedures, and by ensuring consistent quality of delivery for all operational aspects of the charity.

Objectives and activities

Aims, Objectives, Strategies and principal activity

The charity's objects are that of providing practical support or financial help to lighting designers and technicians.

Achievements and performance

The main objectives for the year were three-fold:

- 1 To provide immediate financial support to applicants that meet the charity's criteria as judged by the Trustees. During the financial year Light Relief made grants totaling £5,110.
- 2 To raise the profile of the charity.
- 3 To raise income for the charity. The charity received generous donations throughout the financial year that raised a total of £42,554.

Investment Activities

The charity does not currently hold any material investments.

Financial Review

Financial position

The year ended with a surplus of £36,876 (2012 £24,677). At the end of the year the Company had an unrestricted general reserve of £164,166 (2012 £127,290).

Reserves Policy

The trustees believe that the charity should hold sufficient financial reserves in order to ensure that they can continue to operate and meet the needs of lighting designers and technicians.

Principal Funding Sources

The charity continues to be funded through private and corporate donations.

Funds in deficit

There were no funds in deficit at the balance sheet date.

Investment Policy

As required by its Memorandum, in furtherance of its objects, and for no other purposes, the charitable company has the power to invest the monies of the charitable company not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions and such consents as may for the time being be imposed or required by law.

Plans for the Future

The charity will continue with its three main aims of providing immediate financial support to applicants that meet the Light Relief criteria, to raising the profile of the charity and its aims and to raise income for the charity through donations.

LIGHT RELIEF LIMITED

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 28 FEBRUARY 2013

Trustees Responsibilities

Company Law and Charity Law require the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of Light Relief Limited and of the surplus or deficit for that period. In preparing those financial statements, the trustees are required to

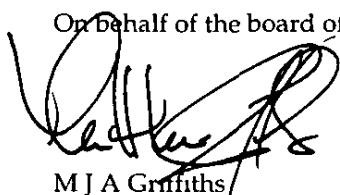
- (a) select suitable accounting policies and then apply them consistently
- (b) make judgements and estimates that are reasonable and prudent,
- (c) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation

The trustees are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of Light Relief Limited and to enable them to ensure that the financial statements comply with the Companies Act 2006

The trustees are responsible for ensuring that the charitable company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against material loss or unauthorised use and to prevent and detect fraud and other irregularities

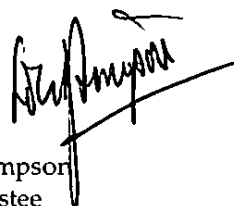
This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and was approved by the board on 15th July 2013, and signed on its behalf

On behalf of the board of trustees



M J A Griffiths
Trustee

Dated 15 July 2013



J Simpson
Trustee

Dated 15 July 2013

LIGHT RELIEF LIMITED

INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF LIGHT RELIEF LIMITED

I report on the accounts for the year ended 28 February 2013 as set out on pages 5 to 10

Respective responsibilities of trustees and reporting accountants

As described on page 3 the charity's trustees, who are also the directors of Light Relief Limited for the purpose of company law, are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year under the Companies Act 2006 and that an independent examination is needed.

It is my responsibility to

- (a) examine the accounts (under section 43(3)(a) of the Charities Act 1993,
- (b) to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act), and
- (c) to state whether particular matters have come to my attention

Basis of independent examiners' report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes 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 the seeking of 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, I do not express an audit opinion on the view given by the accounts.

Independent examiners' statement

In connection with my examination, no matter has come to my attention

- which gives me reasonable cause to believe that, in any material respect, the requirements
 - a) to keep accounting records in accordance with s386 of the Companies Act 2006 and
 - b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

A P Hill FCA
OBC The Accountants Limited
Chartered Accountants
2 Upperton Gardens
Eastbourne
East Sussex
BN21 2AH
Dated

OBC The Accountants Ltd

LIGHT RELIEF LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 28 FEBRUARY 2013

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
<u>Incoming resources from generated funds</u>						
<i>Voluntary income</i>						
Grants and donations	2	42,554	-	-	42,554	30,820
<i>Activities for generating funds</i>						
Investment Income	3	121	-	-	121	75
Total Incoming Resources		42,675	-	-	42,675	30,895
<u>Resources Expended</u>						
Charitable activities	4	5,110	-	-	5,110	5,600
Support costs	5	229	-	-	229	220
Governance costs	6	460	-	-	460	398
Total resources expended		5,799	-	-	5,799	6,218
Net income for the year		36,876	-	-	36,876	24,677
Fund balance at 1 March 2012		127,290	-	-	127,290	102,613
Fund balances at 28 February 2013	12	164,166	-	-	164,166	127,290

The Statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006

LIGHT RELIEF LIMITED

BALANCE SHEET AS AT 28 FEBRUARY 2013

	Notes	2013 £	2012 £
Current Assets			
Debtors	10	-	-
Cash at bank and in hand		164,566	127,640
		<u>164,566</u>	<u>127,640</u>
Creditors: amounts falling due within one year	11	<u>(400)</u>	<u>(350)</u>
Net Current Assets		<u>164,166</u>	<u>127,290</u>
Total Assets less current liabilities		<u>164,166</u>	<u>127,290</u>
Income Funds			
Unrestricted Funds			
Other Charitable funds		<u>164,166</u>	<u>127,290</u>
		<u>164,166</u>	<u>127,290</u>

The company is entitled to exemption from under Section 477 of the Companies Act 2006 for the year ended 28 February 2013

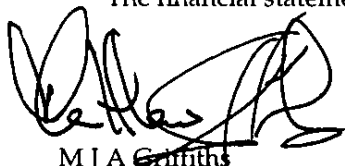
The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2013 in accordance with Section 476 of the Companies Act 2006

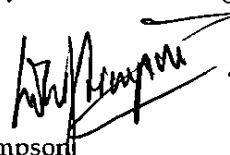
The directors acknowledge their responsibilities for

- (a) ensuring that the company keeps accounting records which 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 company as at the end of each financial year and of its profit or loss 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 the financial statements, so far as applicable to the company

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

The financial statements were approved by the directors on 15 July 2013 and were signed by


M J A Griffiths
Trustee


J Simpson
Trustee

LIGHT RELIEF LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 28 FEBRUARY 2013

1 Accounting policies

1.1 Basis of preparation

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). In preparing the financial statements the charity follows best practice as laid down in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005.

1.2 Incoming resources

Voluntary income and donations are accounted for when received by the charitable company. Income from fundraising events is shown gross. No permanent endowments have been received in the period, but these are dealt with through the Statement of Financial Activities when received.

1.3 Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis.

Value added tax not recoverable by the charitable company due to its exempt status is included within the relevant costs in the Statement of Financial Activities.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fee and costs linked to strategic management of the charity.

1.4 Fund accounting

Unrestricted general funds - these are funds, which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds allocated by the trustees out of unrestricted general funds for specific future purposes.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or if funds are raised for a specific purpose.

LIGHT RELIEF LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 28 FEBRUARY 2013

2 Grants and Donations

	Unrestricted Funds £	Restricted Funds £	Total 2013 £	Total 2012 £
Donations	42,554	-	42,554	30,820
Fees receivable	-	-	-	-
	42,554	-	42,554	30,820

3 Investment Income

	2013 £	2012 £
Interest Receivable	121	75

4 Total resources expended

	Staff Costs £	Depreciation £	Other Costs £	Total 2013 £	Total 2012 £
Charitable activities					
<u>Direct Charitable expenditure</u>					
Activities undertaken directly	-	-	5,110	5,110	5,600
Support costs	-	-	229	229	220
Governance costs	-	-	460	460	398
Total	-	-	5,799	5,799	6,218

5 Activities undertaken directly

	2013 £	2012 £
Other costs relating to direct charitable expenditure comprise		
Unrestricted		
Bank Charges	31	22
Just Giving	198	198
	229	220

LIGHT RELIEF LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 28 FEBRUARY 2013

6 Governance Costs

	2013	2012
	£	£
Accountancy	460	398
	460	398

7 Trustees remuneration and benefits

None of the trustees (or any persons connected with them) received any remuneration during the year. There were no trustees' expenses paid during the year.

8 Employees

There were no employees during the period.

9 Taxation

The Company is a registered charity and under section 505 (1) of the Income and Corporation Taxes Act 1988 is exempt from taxation.

10 Debtors: Amount falling due within one year

	2013	2012
	£	£
Other debtors	-	-
	-	-

11 Creditors: Amount falling due within one year

	2013	2012
	£	£
Accruals	400	350
	400	350

LIGHT RELIEF LIMITED

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 28 FEBRUARY 2013

12 Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £
Fund balance at 28 February 2013 are represented by				
Current assets	164,566	-	-	164,566
Creditors amounts falling due within one year	(400)	-	-	(400)
	164,166	-	-	164,166

13 Commitments

There were no commitments at the balance sheet date.