

**Company Number**  
**3867833**

**Charity Number**  
**1078771**

**The Budshead Trust**  
(A company limited by guarantee)

Annual Report  
31<sup>st</sup> March 2010

**The Budshead Trust**

**Annual Report**

**Contents**

**Page**

Legal and administrative details	
Report of the Management Committee	
Auditor's report	
Statement of financial activities	
Balance Sheet	
Notes to the accounts	

## **The Budshead Trust**

### **Legal and Administrative Details**

#### **Constitution**

The organisation is a charitable company limited by guarantee, incorporated on 28<sup>th</sup> October 1999 and registered as a charity on 4<sup>th</sup> January 2000

#### **Management committee**

Alderman Ron Simmonds  
P Carter  
Reverend Graham J Smith  
B E Wills  
P J Ebsworth  
Councillor M Lowrie

#### **Secretary**

V G Small

#### **Registered office and operational address**

8 Hornchurch lane  
Ernesettle  
PLYMOUTH  
PL5 2TH

#### **Independent reviewer**

To be S Soady

#### **Bankers**

National Westminster bank  
14 Old Town Street  
PLYMOUTH

#### **Charity number**

1078771

#### **Company number**

3867833

## **The Budshead Trust**

### **Trustees Report**

The management committee presents its report and accounts for the year ending 31<sup>st</sup> March 2010.

The accounts comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Reporting by Charities

### **Constitution and Activities**

The company is a charity and was incorporated on 28<sup>th</sup> October 1999 when it took over the operations previously carried out by the Budshead Forum.

It exists to promote any charitable purpose for the benefit of the inhabitants of those working in or with a place of business within the Plymouth Authority electoral ward of Budshead, (or any area or district which shall replace the same) ("the Area of Benefit") and in particular the advancement of education, the preservation and protection of health and the relief of poverty. To promote and organise co-operation in the achievement of these objects and to that end to bring voluntary and charitable organisations into association and create partnerships with the local statutory authority within the Area of Benefit.

### **Structural, Governance and Management**

The Board at the time of registering consisted of five Trustees and a Company Secretary. There are at present seven Trustees and a Company Secretary.

Residents, user groups and practitioners which have signed up as members of The Budshead Trust elect Trustees. Trustees are rotated and stand down after two years service, all Trustees can be re-elected.

The Executive Trustees, Non-Executive Company Secretary of the Board of Trust along with funders who allocate the grants share the responsibility for ensuring that The Budshead Trust fulfils its duties in managing the funds.

The Trustees have appointed a Manager and have delegated responsibilities of the day-to-day management and control of the administration of grants to the Manager who has a responsibility to ensure that the spending is in accordance with the object and priorities agreed with the funders; that the criteria for spending grant monies are fully met; that the full accounting records are maintained; and that devolved decision making or delegated arrangements are in accordance with policies and procedures set out by the Board. The Manager reports to the Chair and Vice Chair of Trustees on a weekly basis and the full Board bi-monthly.

### **Annual Review of Activities, Achievements & Performance**

The Manager's contract is for 22.5 hours per week and the Financial Support is 7.5 hours per week.

Money from Comic Relief ended in August 2009 and we were successful in achieving a further grant in February 2010 for a new project designed to address the issues of alcohol issue by young people aged 11-25 employing the equivalent of one full time Youth Workers that will cover Ernesettle, Whiteleigh, Honicknowle and Southway Districts of the City.

The Young People's Locality Alcohol Project was granted to a partnership comprising of ourselves, Harbour Drug and Alcohol Centre and Hamoaze House . The purpose of this partnership was to use money granted by Plymouth Children's Services to enable the partnership to support staff in Universal Services and to support young people with alcohol related issues that require more complex responses.

The grant from Plymouth Youth Opportunities and Capital Fund was granted in May 2009 for a ten month period for the running costs of the Internet Café. Another joint bid for Plymouth Youth Opportunities Capital fund for Summer Activities (Time to Shine) was successful and this gave the youth of Ernesettle the opportunity to enjoy a selection of activities including days out, Bar B Q's and camping as part of this money was for equipment that could be utilised for future activities.

Money obtained from Plymouth City Council for Positive Activities for Younger People (PAYP) has enabled a second Clean Sheet programme which allowed us to put on specific sessions aimed at anti social behaviour and crime in young people and a project called Ernesettle Youth Project aimed at sessional working with specific groups and the formation of a Youth Forum.

The Internet Café is being used for 3 sessions of computer classes per week through U K Online. The funding will finish in June 2010 however after this date one session will be taught voluntarily and another will be paid for by our partnership working with North Prospect Community partnership.

Other donations from the Co-operative Society and the Police were used to fund activities for the young people.

A considerable amount of activities and projects have been managed this year with the maximum amount of effort and the minimum amount of money.

## The Budshead Trust

### Statement of the responsibilities of the Management Committee

Auditors Report

#### THE BUDSHEAD TRUST

Profit and Loss account and Statement of financial activities

For the year ended 31<sup>st</sup> March 2010

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Notes	£	£	£	£
3				
Grants and other income		95,989	95,989	67,144
Interest receivable	<u>2</u>	<u>      </u>	<u>2</u>	<u>291</u>
<b>Total incoming resources</b>	<u>2</u>	<u>95,989</u>	<u>95991</u>	<u>67,435</u>
4				
<b>Resources Expended</b>				
Cost of generating funds	760		760	860
5				
<i>Charitable activities</i>				
Project applications	10,000	77,246	85,246	123,003
6				
Governance Costs	200	10,316	<u>10,516</u>	<u>11,173</u>
<b>Total resources expanded</b>	<u>10,960</u>	<u>85,562</u>	<u>96,522</u>	<u>135,036</u>
Net income resources being				
Net movement in funds	(10,958)	10,427	(531)	(67,601)
Reconcillation of funds				
<b>Total funds brought forward</b>	14,938	4,630	19,568	87,169

<b>Total funds carried forward</b>	<b><u>3,980</u></b>	<b><u>15,057</u></b>	<b><u>19,037</u></b>	<b><u>19,568</u></b>
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**THE BUDSHEAD TRUST**

**Balance Sheet as at 31<sup>st</sup> March 2010**

<b>Notes</b>	<b>7</b>	<b>2010</b>	<b>2009</b>
		<b>£</b>	<b>£</b>
<b>Current Assets</b>			
Cash at Bank and in hand		19,237	20,230
Creditors: amount falling due			
within one year		(200)	
(1,498)			
<b>Net current assets</b>		<b><u>19,037</u></b>	<b><u>19,568</u></b>
General		3,980	14,938
Restricted funds		15,057	4,630
		<b><u>19,037</u></b>	<b><u>19,568</u></b>

The directors are satisfied that the company is entitled to exemption under Section 249A(1) of the Companies Act 1985 and that no member or members have required an audit pursuant to section 249B(2) of the Act.

**The directors acknowledge their responsibilities for**

Ensuring that the company keeps proper accounting records which comply with Section 221 of the companies Act 1985 and

Preparing account 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 it profit or loss for the financial year in accordance with the requirement of section 226 of the companies Act 1985 and which otherwise comply with the requirements of this at relating to accounts so far as applicable to the company

These account are prepared in accordance with the special provision of Part VII of the Companies Act 1985 relating to small companies.

**Approved by the management committee on**

Trustees      Signature

Print Name

## **THE BUDSHEAD TRUST**

Notes to the Accounts

For the year ending 31<sup>st</sup> March 2010

### **1 Accounting policies**

#### **Accounting convention**

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007), the Companies act 1985 and follow the recommendations in Accounting and Reporting by Charities. Statement of Recommended Practice issued in 2005.

#### **Grants**

Grants are recognised in the Statement of Financial Activities in the period to which they relate.

#### **Resources expended**

Resources expended are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Wherever possible these expenses are allocated to the particular activity to which they relate. However, certain costs, are apportioned on a basis which is an estimate of the amount attributed to each activity.

#### **Depreciation**

Depreciation is provided to write off the costs of each asset over its expected useful life which in all cases is estimated to be four year. Items of equipment are capitalised where the purchase price exceeds £2000.

#### **Restricted funds**

Restricted funds are to be used for the specific purposes laid down by the donor. Expenditure which meets these criteria is charged to the fund.

### **2 Legal status of the charity**

The charity is a company limited by guarantee and has no share capital. The liability of each member in the vent of winding up is limited to £1.



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## THE BUDSHEAD TRUST

### Notes to the Accounts for the year ended 31<sup>st</sup> March 2009

#### 3 Incoming resources from activities to further the charity's objectives

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2010	2010	2010	2009
	£	£	£	£
Comic Relief		32,694	32,694	38,141
Plymouth C C		21,841	21,841	
Harbour		15,000	15,000	
Plymouth Comms Bef Cons		11,466	11,466	16,144
Elder Tree Ltd		4,725	4,725	
Plymouth Youth Fund			5,725	
Surestart				4,591
South West Foundation		7,500	7,500	
Co-Operative		1,418	1,418	
Police		596	596	
Other grants received		749	749	2,543
Interest	2		2	
	<u>2</u>	<u>95,989</u>	<u>95,991</u>	<u>67,144</u>

The restricted income was in respect of the following projects:

	2010	2009
	£	£
Youth	71,549	45,341
Community Education (Learning)	7,500	
Community Infrastructure (Core)	<u>16,942</u>	<u>21,803</u>
	<u>95,991</u>	<u>67,144</u>

#### 4 Costs of generating funds

	Unrestricted	Restricted		
	funds	funds	Total	Total
	2010	2010	2010	2009
	£	£	£	£
Staff Costs	690		690	800
Telephone	70		70	60

760

760

860

## THE BUDSHEAD TRUST

### Notes to the Accounts for the year ended 31 March 2010

#### 5 Charitable activities: Project applications

	Unrestricted	Restricted		
	Funds	Funds	Total	Total
	2010	2010	2010	2009
	£	£	£	£
Staff costs		40,885	40,885	46,625
Travel		282	282	325
Training		173	173	287
Rent and associated costs		2,850	2,850	2,519
Insurance		2,323	2,323	1,349
Printing and office costs		71	71	3,155
Telephone and Internet		1,306	1,306	1,448
Equipment and refurbishment		1,326	1,326	31,670
Residential		3,307	3,307	
Summer Activities		2,037	2,037	
Creche		451	451	
Sundries		54	54	3,592
Adjustment Chq unpaid last year		(769)	(769)	
		54,296	54,296	90,970
Support costs and overheads	10,000	20,950	30,950	32,033
<b>(see note 6)</b>				
	10,000	75,246	85,246	123,003
Applied on the following projects;				
Youth			59,552	

Community Education (Learning)	5,260
Community Infrastructure (Core)	<u>20,434</u>
	<u>85,246</u>

## THE BUDSHEAD TRUST

### Notes to the Accounts for the year ended 31 March 2010

#### 6 Support costs and overheads

	Unrestricted	Restricted	Total	Total
	funds	funds	Total	Total
	2010	2010	2010	2009
	£	£	£	£
Staff Costs	10,000	27,663	37,663	40,528
Rent and associated costs		2,277	2,277	
Payroll Administration		88	88	
Independent review	200	200	662	
Printing and Office Costs				982
Telephone and internet		1,043	1,043	371
Equipment		160	160	163
Insurance				73
Sundries		35	35	427
	<u>10,200</u>	<u>31,266</u>	<u>41,466</u>	<u>43,206</u>
Apportioned:				
Support Costs (see note5)		30,950	30,950	32,033
Governance	<u>200</u>	<u>10,316</u>	<u>10,516</u>	<u>10,173</u>
	<u>200</u>	<u>41,266</u>	<u>41,466</u>	<u>43,206</u>

Governance has been calculated as 25% of the total support costs on the basis of time spent together with the whole cost of the review.

#### 7 Creditors: amounts falling due within one year

	£	£
Other creditors	200	662

**8 Related parties**

No expenses were reimbursed to any of the trustees

**9 Related parties**

No expenses were reimbursed to any of the trustees