

Horsebridge Arts & Community Centre

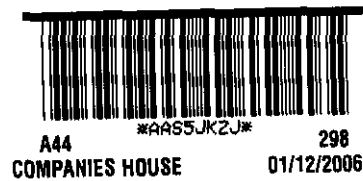
(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2006

Charity no: 1099570

Company no: 4727071



Horsebridge Arts & Community Centre
(A company limited by guarantee)

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Horsebridge Arts & Community Centre

Legal and administrative information

Trustees: R. E. Dean
Ms. J. S. Harvatt (Chairperson)
Ms. S. Kettle
W. McLachlan
Ms. A Riley (Secretary)
Ms. J. H. Harrison
G. L. Bush (Treasurer)
Ms. E. Daone
Ms. C McTurk
C. Rees

Secretary: Ms. A. Riley

Registered Office: 11 Horsebridge Road
Whitstable
Kent
CT5 1AF

Charity Number: 1099570

Registered Number: 4727071

Independent Examiners: Michael Martin Partnership Ltd
Chartered Certified Accountants
18/20 Canterbury Road
Whitstable
Kent
Ct5 1BG

Bankers: Alliance & Leicester Bank plc
Bridle Road
Bootle
Merseyside
GIR 0AA

Horsebridge Arts & Community Centre

Report of the trustees for the year ended 31 March 2006

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

The charity is a charitable company limited by guarantee and was set up on 8 April 2003. It is governed by a memorandum and articles of association.

Structure, governance and management

The charity is overseen by a board of eleven trustees, two of which are council appointees, the remainder being chosen by the membership. There are sub-committees to deal with business, and matters relating to the structure of the building and personnel. There is also an advisory committee led by a trustee but comprised mainly of external parties.

The trustees during the year under review were:

G. D. Cox		- resigned 17.1.06
R. E. Dean		
K. Gibbons		- resigned 9.10.05
Ms. J. S. Harvatt	(Chairperson)	
Ms. S. Kettlewell		
W. McLachlan		
Ms. A. Riley	(Secretary)	
Ms. J. H. Harrison		
G. L. Bush	(Treasurer)	
Ms. A. P. A. Belloli		- resigned 9.10.05
Ms. F. C. McSweeney		- resigned 9.10.05
Ms. E. Daone		- appointed 9.10.05
Ms. C. McTurk		- appointed 9.10.05
C. Rees		- appointed 9.10.05

The day to day operations of the charity are carried out by a centre manager and his staff.

Company and charity 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 charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees have:

- selected suitable accounting policies and then applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis.

The trustees have overall responsibility for ensuring that the charity has appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which 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 1985. 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.

(Include a paragraph on risk management - refer to "Useful Guidelines: Charities and risk management" as well as the examples in CC66)

Objectives and activities

- To provide an arts and community building for the benefit of the general public primarily but not exclusively residing in the Whitstable and surrounding area
- To promote all forms of artistic activities including the provision of teaching and training
- To promote education by the provision of facilities information and teaching
- Other charitable purposes at the discretion of the trustees

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To facilitate and achieve these ends the charity has taken a long lease from Canterbury City Council of a purpose built arts and community centre, comprising (amongst other things) two art galleries, an educational centre and a performance space.

Investment Powers

The trustees have broad ranging powers to make investments.

Related Parties

As well as being the landlord of the centre and nominator of two trustees Canterbury City Council is the trust's main source of funding at present.

Review of Activities and future developments

The Horsebridge Arts and Community Centre is now in its second full year and continues to play host to an extensive variety of activities. Kent Adult Education Services offer a number of courses on the middle floor, and other rooms are hired by local instructors for a range of activities including belly dancing classes, salsa classes, baby massage, children's art groups, voice training and yoga.

The art galleries provide an affordable and extremely popular venue for local artists to exhibit their work. The performance space is used for theatre shows, live musical performances, a regular comedy club and as a venue for private parties and meetings.

In the next year the trustees hope to continue the success of the centre and to continue to expand the range of activities that are organized in-house.

This report was approved by the Board on 13th October 2006


..... (Chairperson)

Ms. J. S. Harvatt

Horsebridge Arts & Community Centre

Independent Examiners' report to the Trustees of Horsebridge Arts & Community Centre

We report on the accounts of the charity for the year ended 31 March 2006 which are set out on pages 1 to 10.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required this year under section 43(2) of the Charities Act 1993 and that an independent examination is required.

It is our responsibility to:

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

Basis of independent examiners' statement

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of our examination, no matter has come to our attention;

1 which gives us reasonable cause to believe that in, any material respect the trustees have not met the requirements to ensure that:

- proper accounting records are kept (in accordance with section 41 of the 1993 Act; and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or

2 to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Michael Martin Partnership Ltd
Chartered Certified Accountants
18/20 Canterbury Road
Whitstable
Kent
CT5 3EY

Date: 13th October 2006

Horsebridge Arts & Community Centre

Statement of Financial Activities (including summary income and expenditure account) for the year ended 31 March 2006

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2006 £	Total 2005 £
Incoming Resources					
Incoming resources from generated funds:					
Activities for generating funds:					
Rental income		21,398	-	21,398	15,000
Venue hire		62,974	-	62,974	40,867
Other fundraising events		502	-	502	3,902
Incoming resources from charitable activities:					
Grants received	2	62,000	-	62,000	132,150
Sundry income		250	-	250	-
Total incoming resources		<u>147,124</u>	<u>-</u>	<u>147,124</u>	<u>191,919</u>
Resources expended					
Cost of generating funds	3	17,567	-	17,566	13,519
Charitable activities	4	79,169	-	79,169	71,262
Governance costs	5	68,925	-	68,925	77,050
Total resources expended		<u>166,110</u>	<u>-</u>	<u>166,110</u>	<u>161,831</u>
Net incoming resources		<u>(18,987)</u>	<u>-</u>	<u>(18,987)</u>	<u>30,088</u>
Net movement in funds					
Fund balances brought forward at 1 April 2005		33,009	-	33,009	2,921
Fund balances carried forward at 31 March 2006		<u>14,022</u>	<u>-</u>	<u>14,022</u>	<u>33,009</u>

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above.

Horsebridge Arts & Community Centre

Balance Sheet as at 31 March 2006

	Notes	2006 £	2005 £
Fixed assets			
Tangible assets	6	470	-
Current assets			
Debtors	7	29,773	22,958
Cash at bank and in hand		12,325	35,763
		42,098	58,721
Creditors: amounts falling due within one year	8	(28,546)	(25,712)
		13,552	33,009
Net current assets		13,552	33,009
Total assets less current liabilities		14,022	33,009
Funds:			
Unrestricted funds		14,022	33,009
		14,022	33,009
Total funds		14,022	33,009

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 March 2006.

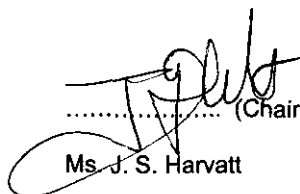
The trustees have not required the company to obtain an audit of its financial statements for the year ended 31 March 2006 in accordance with Section 249B(2) of the Companies Act 1985.

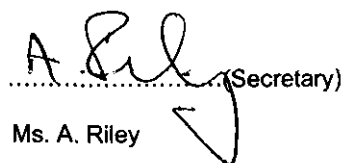
The trustees acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 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 Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005).

The financial statements were approved by the Board of Trustees on 13 October 2006 and were signed on its behalf by:


 (Chairperson)
 Ms. J. S. Harvatt


 (Secretary)
 Ms. A. Riley

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Notes forming part of the financial statements for the year ended 31 March 2006

1 Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention, and have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in 2005 and applicable accounting standards.

The charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act and adapted the Companies Act formats to reflect the special nature of the charity's activities. No separate SOFA has been presented for the charity alone as permitted by Section 230 of the Companies Act 1985 and paragraph 397 of the SORP.

(b) Company status

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

(c) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

(d) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

(e) Resources expended

All 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 use of the resources. Premises overheads have been allocated on a floor area basis and other overheads have been allocated on the basis of the head count.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

(f) Tangible fixed assets and depreciation

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Project and office equipment	15% on reducing balance basis
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2	Donations and gifts	2006	2005
		£	£
	City Council grants	62,000	132,150
		<hr/>	<hr/>
3	Cost of generating funds	2006	2005
		£	£
	Salaries	-	4,664
	Advertising & publicity	10,851	3,950
	Entertainment & performances	1,501	-
	Technicians & stagehands	-	585
	Other fundraising costs	5,215	4,320
		<hr/>	<hr/>
		17,567	13,519
		<hr/>	<hr/>
4	Cost of activities in furtherance of charity's objectives	2006	2005
		£	£
	Salaries	61,634	56,177
	Rates & water	4,743	1,008
	Light & heat	6,556	2,567
	Cleaning	1,315	1,826
	Launch costs	-	8,207
	Repairs	5,371	1,477
		<hr/>	<hr/>
		79,619	71,262
		<hr/>	<hr/>
5	Governance costs	2006	2005
		£	£
	Salaries	52,231	49,131
	Telephone	2,760	2,195
	Postage & stationery	4,466	7,441
	Entertainment	-	126
	Motor expenses	-	67
	Auditors' remuneration	-	4,533
	Accountancy	4,020	-
	Legal fees	-	6,073
	Professional fees	-	4,397
	Staff welfare	419	201
	Staff training	-	339
	Bad debts	-	170
	Sundry expenses	2,374	2,305
	Licences	1,158	-
	Insurances	1,414	-
	Depreciation	83	-
	Bank charges	-	72
		<hr/>	<hr/>
		68,925	77,050
		<hr/>	<hr/>

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	Project & office equipment £	Total £
Cost		
At 1 April 2005	-	-
Additions	553	553
Disposals	-	-
At 31 March 2006	553	553
Depreciation		
At 1 April 2005	-	-
Charge for year	83	83
Disposals	-	-
At 31 March 2006	83	83
Net book value		
At 31 March 2006	470	470
At 31 March 2005	-	-
7 Debtors	2006	2005
	£	£
Trade debtors	26,788	22,958
Prepayments	2,985	-
	29,773	22,958
8 Creditors: amounts falling due within one year	2006	2005
	£	£
Trade creditors	1,625	616
Accrued income	24,780	25,096
Taxes & social security	2,141	-
	28,546	25,712
9 Share Capital		
<i>The company is limited by guarantee and does not receive a share capital.</i>		
10 Trustees' Remuneration		
The trustees neither received nor waived any emoluments during the year (2005: £Nil)		