

The Partnership Council Ltd
(Company number 03495975, registered charity number 1092057)
Financial statements
for the year ended 31 March 2009

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The Partnership Council Ltd
Directors' report (incorporating the Trustees' annual report)
for the year ended 31 March 2009

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2009.

Full name The Partnership Council Ltd

Registered charity number 1092057

Registered company number 03495975

Principal address

181 Alfreton Road, Radford, Nottingham, NG7 3NW.

Directors (Trustees)

Michael Stringer, Chair

Michael Henry, Vice Chair

Stanley Cullerne-Bown, from 15/4/2009, Treasurer

Sophia Ramcharan

Mohammed Ibrahim

Benjamin Elliot

Tony Marshall

Linda Granville

Mark Simpson

Amanda Smith, from 28/10/2008

Bankers

National Westminster Bank plc, 105 Radford Road, Hyson Green, Nottingham, NG7 2JH.

Independent examiner

John O'Brien, employee of Community Accounting Plus, Ormiston House, 32-36 Pelham Street, Nottingham, NG1 2EG.

Governance and management

The charity is a company Ltd by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 19/3/2002. It has no share capital and the liability of each member in the event of winding-up is Ltd to £1.

Trustees are recruited largely through current users of services and current volunteers. They are either elected at the Annual General Meeting or co-opted on by the Board.

**The Partnership Council Ltd
Director's report (continued)
for the year ended 31 March 2009**

Summary of the main activities undertaken for the public benefit:

- To focus on the development of the capacity and skills of the members of the socially and economically disadvantaged communities of Nottingham and in particular on the Wards of Radford & Park, Berridge and Arboretum (otherwise known as the Partnership Council Area), in such a way that they are better able to identify, and help meet their needs and to participate more fully in society;
- To promote the involvement of different geographical, demographic and cultural groups in identifying solutions to problems specific to their community interests, and to encourage the development of a partnership approach where the strengths of individuals and organisations within the area of benefit can be brought together to mobilise co-ordinated and strategic actions to ensure that the benefits of regeneration reach the communities and individuals of greatest need.

Summary of the main achievements during the period:

- Recruiting and supporting over 400 volunteers to deliver a wide range of projects that benefited the community. This includes Sprout that involves young people in delivering environmental projects such as Fruit and Notts where volunteers planted over 100 fruit trees in public spaces. Whilst the Area 4 Volunteering project had 21 volunteers that planted and distributed over 200 free hanging baskets;
- Supporting 53 community and voluntary groups to improve and expand their services and recruit new volunteers. Base Camp for example, successfully supported South Asian community groups to establish new services such as weekly session of football for girls and healthy eating cookery classes;
- Involving over 500 people in local decision-making and in influencing how public services are delivered. For example, our Children's Forum worked with children to design a new refurbished playground;
- Tackling environmental issues such as our work to improve Forest Recreation Ground. We established and chaired an inter agency working group that have through consultation developed a Masterplan for the improvement of this space. We are now working to attract funding to implement this.

The charity's policy on reserves

Unrestricted cash reserves stand at £32,755. Of this £16,291 is set aside for Statutory Redundancy Payments if we had to make the present staff redundant. The rest of the Reserves are used to meet cash flow requirements. Reserves are well below the recommended level of three months running costs

Exemptions

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Responsibilities of the trustees

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 charity at the end of the year and of the surplus or deficiency for the year then ended.

**The Partnership Council Ltd
Director's report (continued)
for the year ended 31 March 2009**

In preparing those financial statements, the trustees are required to: select suitable accounting policies, as described on page eight, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the Committee must also 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 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. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:

Signed _____ Date _____
Michael Stringer, Chair

Independent examiner's report to the trustees of The Partnership Council Ltd for the year ended 31 March 2009

I report on the accounts of the charity, which are set out on pages 6 to 13.

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. The charity's gross income exceeded £250,000 and I am qualified to undertake this examination by being a Fellow of the Association of Charity Independent Examiners.

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;
- 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 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 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 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and 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 Charitieshave 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.

Signed _____ Date _____
John O'Brien MSc, FCCA, FCIE, DChA
Employee of Community Accounting Plus

The Partnership Council Ltd
Balance sheet
at 31 March 2009

2008 (restated) £	Note	£	2009 £
Fixed assets			
3665	5	3769	
<u>3665</u>		<u>3769</u>	3769
Current assets			
1703	6	-	
2276	7	1027	
159071		156114	
<u>163050</u>		<u>157141</u>	
Liabilities			
	8		
(2794)		(1052)	
160256			156089
<u>163921</u>			<u>159858</u>
The funds of the charity			
	9		
55662			36524
108259			123334
<u>163921</u>			<u>159858</u>

Exemption from audit

For the year in question, the directors have taken advantage of the Companies Act 1985 in not having these accounts audited under Section 249A(1) (total exemption). No member or members eligible to do so have deposited a notice requesting an audit within the specified time period. The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 221 (duty to keep accounting records) and for preparing accounts 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 226 (duty to prepare individual company accounts), and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The trustees declare that they have approved the accounts above.
Signed on behalf of the charity's trustees:

Signed _____ Dated _____
Stanley Cullerne-Bown, Treasurer

The notes on pages 8 to 13 form part of these financial statements

The Partnership Council Ltd
Notes to the accounts
for the year ended 31 March 2009

1. Accounting policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2005), the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Companies Act 1985.

Restatement

The directors consider that the funds analysis in the accounts for the previous period was incorrect. A number of funds were incorrectly classified as 'restricted' when in fact, no restriction applied to the use of the funds. The fund analysis was also far too detailed with each donation or grant to each fund being shown separately. These have been grouped together into the relevant restricted fund.

Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

Pension costs

The charity participates in the Nottinghamshire County Council pension scheme. The assets of the scheme are held separately from the company. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity in the year.

Depreciation

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a straight line basis.

The rates applicable are:

Computer equipment	33%
Office equipment	25%

The Partnership Council Ltd
Notes to the accounts (continued)
for the year ended 31 March 2009

2. Incoming resources from charitable activity – grants & donations

	Unrestricted funds £	Restricted funds £	Total funds £	<i>2008</i> £
Nottingham City Council	2700	22273	24973	21574
Big Lottery	-	25634	25634	8538
The Haremead Trust	-	5000	5000	-
First Light Movies	-	3840	3840	-
Notts Community Foundation	-	43400	43400	-
Capacity Builders UK	-	41670	41670	-
Community Network	-	110009	110009	120858
Nottingham CVS	675	27853	28528	39977
Norwich Union	2139	-	2139	-
Charities Aid	200	-	200	-
Notts Wildlife Trust	1000	-	1000	-
V Involved	-	44067	44067	-
Neighbourhood Development	-	4820	4820	-
Boots Charitable Trust	-	5000	5000	-
Marsh Christian Trust	-	400	400	-
Spirita Ltd	-	700	700	-
Moffat Charitable Trust	-	5000	5000	-
Steel Charitable Trust	-	4000	4000	-
Dep't for Communities and Local Gov't	-	21272	21272	-
Development Trust Association	88	-	88	-
Groundworks	-	-	-	60000
New Deal	-	-	-	1859
	6802	364938	371740	252806

Note that the accounts for the previous period recorded incoming resources from voluntary donations and grants of £170,360. No analysis of these donations is available, and it is likely that they also arose as a result of charitable activity rather than voluntary income.

3. Governance costs

	Unrestricted funds £	Restricted funds £	Total funds £	<i>2008</i> £
Legal & professional fees	3370	-	3370	3150
Administration wages	-	-	-	24747
	3370	-	3370	27897

The Partnership Council Ltd
Notes to the accounts (continued)
for the year ended 31 March 2009

4. Costs of charitable activities

	Unrestricted funds	Restricted funds	Total funds	<i>2008</i>
	£	£	£	£
Insurance	1616	-	1616	1120
Equipment	2514	-	2514	2154
Utilities	1180	-	1180	3066
Rent & rates	6481	-	6481	7530
Repairs	1968	-	1968	2686
Security	4478	-	4478	387
Trustee meetings	53	-	53	-
Hospitality	2234	-	2234	2474
Payroll & IT services	2813	-	2813	5063
Printing	4588	-	4588	-
Publicity	4381	-	4381	-
Room hire	300	-	300	525
Staff development	745	-	745	4815
Stationery	2618	-	2618	6578
Telephone & postage	5012	-	5012	5144
Travel	1973	-	1973	4932
Volunteer expenses	19	-	19	-
Bank charges	518	-	518	532
Depreciation	4003	-	4003	3294
Sundry expenses	266	-	266	2144
Other project costs	10460	86474	96934	85319
Wages, NIC & Pension	28975	217298	246273	239098
	87195	303772	390967	376861

The Partnership Council Ltd
Notes to the accounts (continued)
for the year ended 31 March 2009

5. Tangible assets

	General equipment	IT equipment	Total
Cost	£	£	£
At 1 April 2008	1717	18673	20390
Additions	-	4107	4107
Disposals	-	-	-
At 31 March 2009	<u>1717</u>	<u>22780</u>	<u>24497</u>
Depreciation			
At 1 April 2008	1243	15482	16725
Disposals	-	-	-
Charge this period	431	3572	4003
At 31 March 2009	<u>1674</u>	<u>19054</u>	<u>20728</u>
Net book value			
at 31 March 2009	<u>43</u>	<u>3726</u>	<u>3769</u>
at 31 March 2008	<u>474</u>	<u>3191</u>	<u>3665</u>

6. Debtors

	<i>2009</i>	<i>2008</i>
	£	£
Sales & fees	-	50
Grants & donations	-	1653
	<u>-</u>	<u>1703</u>

7. Prepayments

	<i>2009</i>	<i>2008</i>
	£	£
Insurance	-	488
Rent & rates	827	894
Telephone & post	200	496
Cleaning	-	141
Security	-	257
	<u>1027</u>	<u>2276</u>

8. Creditors

	<i>2009</i>	<i>2008</i>
	£	£
Legal & professional fees	1052	2244
Utilities	-	550
	<u>1052</u>	<u>2794</u>

The Partnership Council Ltd
Notes to the accounts (continued)
for the year ended 31 March 2009

9. Movements in funds

	Opening balance £ <i>(restated)</i>	Incoming resources £	(Resources expended) £	Transfers £	Closing balance £
Unrestricted funds					
General fund	55662	35537	(90565)	46091	46725
	55662	35537	(90565)	46091	46725
Restricted funds					
Base Camp	16670	70776	(55785)	(12129)	19532
Administration fund	-	10201	-	(10201)	-
Children's Forum	13364	55860	(46694)	(5150)	17380
Disabled Forum	-	-	(347)	-	(347)
Environmental Education	1791	600	(1962)	-	429
Forest Fields Group	-	4900	(4159)	-	741
Forest Recreation Development	401	5000	(4900)	-	501
Involving Communities	37708	110009	(98610)	-	49107
Older Persons' Forum	2045	-	(901)	-	1144
Skills Exchange	5265	35672	(30364)	-	10573
Sprout	27700	44067	(46677)	(7683)	17407
Area 4 Volunteering Projects	2667	27853	(13373)	(10928)	6219
YIP Publication	648	-	-	-	648
	108259	364938	(303772)	(46091)	123334

The transfers relate to expenditure on computer equipment within the Sprout fund (of £1095) which is no longer subject to any restriction and internal charges to a number of funds for management and running costs.

10. Staff costs and numbers

Staff costs were as follows:

	2009 £	2008 £
Wages	218615	235113
Social security costs	18974	18202
Pension	8684	10530
	246273	263845

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year was 14. (2008: 15)

11. Analysis of net assets by fund

	Unrestricted funds £	Restricted funds £	Total funds £
Fixed assets	3769	-	3769
Net current assets	32755	123334	156089
	36524	123334	159858

The Partnership Council Ltd
Notes to the accounts (continued)
for the year ended 31 March 2009

12. Trustees' remuneration, benefits and expenses

Trustees received no expenses, remuneration or benefits in this period.

13. Independent examination and accountancy services

During the period, the cost of the examination and accountancy services was £1052.

14. Glossary of terms

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.