

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

Company Number: 3537262

Charity Number: 1069236

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31 MARCH 2010**

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BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

LEGAL AND ADMINISTRATIVE DETAILS

Directors/Trustees: Jantien Hebbes (resigned 17 December 2009)
James Conway (resigned 17 December 2009)
Allison Hooper (resigned 17 December 2009)
Malcolm Williams (resigned 17 December 2009)
David Cuthbertson
David Allan
Michael Barbour (resigned 17 December 2009)
Matthew Armstrong (appointed 17 December 2009)
Michelle Harding (appointed 17 December 2009)
Peter Williams (appointed 17 December 2009)
Richard Connolly (appointed 17 December 2009)

Company Secretary: Allison Hooper (resigned 17 December 2009)
Richard Connolly (appointed 26 June 2010)

Bankers: Unity Trust Bank PLC
Nine Brindleyplace
4 Oozells Square
Birmingham
B1 2HB

Solicitors: Wynne Baxter Godfree
Dial House
221 High Street
Lewes
East Sussex BN7 2AE

Independent Examiner: C R Tyler FCA DChA
Clark Brownscombe Limited
8 The Drive
Hove
East Sussex BN3 3JT

Registered Office: Prior House
6 Tilbury Place
Brighton
BN2 0GY

Registered Company No: 3537262

Registered Charity No: 1069236

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2010

The Directors and Trustees present their report together with the Accounts of the company for the year ended 31 March 2010

The charity is constituted as a company limited by guarantee, incorporated on 25 March 1998, and is therefore governed by its Memorandum and Articles of Association, as amended 8 March 2001, 10 July 2002, 16 October 2002, 12 November 2003 and 16 October 2006.

The company received charitable status on 22 April 1998.

The Trustees believe that the financial statement comply with current statutory requirements, the requirements of its governing document and with the Charity 2005 SORP.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Administrative Details

Day to day running of the Centre is delegated to the paid workers on a joint and equal basis. The charity employs 10 project workers in 9 posts on a part-time basis and is otherwise dependent on volunteers, approximately 300 in any given year. Without volunteers the Charity could not function in the way it does at present. The trustees are also voluntary and usually centre users: the system whereby the centre users voluntarily take part in its operation is a central tenet of the philosophy upon which the Charity runs and was originally founded

Governance

The Trustees, as Charity Trustees, have control of the charity and its property and funds.

The Trustees shall consist of at least 7 and not more than 14 individuals, including co-optees, all of whom must be members. Those individuals shall be in the following categories and shall be appointed or elected in the following specified manner:

- Not more than 8 Trustees elected at the AGM (or in the case of a vacancy at an EGM) of whom at least 7 must be people who have acted in a voluntary capacity for the charity for at least the last 4 months and have completed at least 15 volunteer sessions in that period.
- Not more than 3 Trustees appointed by the Trustees (co-optees) with proven expertise in the areas of personnel, finance, law, business or advice.
- Not more than 3 Trustees appointed by such other relevant local organisations as the Trustees shall decide.

New trustees receive an induction pack which includes details on the structure for deciding things, doing things and how we are organised. In addition, they attend training sessions organised internally and those offered externally. The management committee meets once a month.

All project workers meet weekly to manage and co-ordinate the centre's work.

All trustees and project workers meet together on Development Days (4 per annum) to consider long term plans and to consider any issues that the centre is facing.

Both project workers and trustees build partnerships with a large number of local organisations, both charities and statutory bodies, and have representation on committees, partnership boards and forums.

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

TRUSTEES' REPORT – continued

PUBLIC BENEFIT

In shaping our objectives and planning our activities for the year, the Trustees have given consideration to the duties set out in section 4 of the Charities Act 2006 to have due regard to public benefit. In particular, the Trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set.

The Trustees believe that the following paragraphs, specifically on the “Objectives and Activities” and “Achievements and Performance” for the year, relate in detail the benefit that the Charity provides to the public.

OBJECTIVES AND ACTIVITIES

The objects of the Charity are to relieve poverty, distress and hardship amongst unemployed people and their families living or staying in the Brighton area, regardless of race, sex, age, ability or sexual orientation.

The Centre aims to provide a package of practical, volunteer run services, which help families and individuals to challenge the affects of poverty and disadvantage, including: playroom and family support, computing and education classes, access to computers, daily hot meal, safe and welcoming day centre space, housing advice, family support and practical support (laundry, clothes, food, equipment), volunteering opportunities, advice on benefits and social welfare issues and a wide range of groups, activities and events designed to engage the hardest to reach members of the community. The Centre has at its heart an ethos of empowerment through self help; people disadvantaged by unemployment, poverty, ill-health, lack of opportunity and poor housing can access our integrated and practical services, while at the same time coming together to work to improve both their own and others' quality of life.

We have 8 main projects run by teams of volunteers and organised around a day centre setting:

Participation Project - encouraging and supporting people into volunteering and providing activities, events and groups to engage the hardest to reach in our community.

Education Project - range of courses aimed at breaking down barriers in returning to study, classes in healthy living, creative arts, languages and dance and movement and a range of computer courses, as well as volunteer supported computer access sessions.

Food Project - providing a daily hot meal, a safe and welcoming social space, access to drinks, children's play area, user run whole food co-op and allotment project providing fresh produce for the Centre.

Office Project - providing a first point of contact, helping people to access services, assisting with complex queries, signposting, taking bookings and managing petty cash. Providing quality volunteer opportunities with excellent pre employment training and confidence building.

Welfare Rights Project - trained volunteer advisors provide advice on benefits and social welfare issues, representation for appeals and tribunals, home visits and telephone advice line.

Temporary Housing Project - advice and information, laundry, equipment loan, free clothes, bedding, toys and equipment, help finding schools and sourcing furniture and equipment.

Playroom Project - providing family support and a structured environment for supervised play and learning that enables parents and carers to access services or volunteer.

Family Support – working closely with schools in the central Brighton area to provide family support, promote positive parenting and organize Triple P Parenting classes.

For further details of activities undertaken and services provided by the charity to fulfil the above objectives, the reader is referred to the latest 'Annual Report'.

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT
TRUSTEES' REPORT – continued

ACHIEVEMENT AND PERFORMANCE

2009/10 has been a really great year for the organisation. We have consolidated our funding base by securing 3 year funding from key funders, we have established two new projects, undertaken a management restructure as a result of our organisational review and secured funding for phase one of our plans to make the building more accessible. Despite the general financial gloom we have been successful in attracting funding for new initiatives and many of our user groups are flourishing, undertaking some fantastic new engagement activities. But we are not complacent; we are acutely aware of the current economic climate. However, with thanks to Tudor Trust funding, we have been able to strengthen our organisation; we have undertaken a full organisational review which has enabled the Centre to undertake a management restructure which has allowed us to retain our user-led ethos and we have been able to develop a 5 year Development Plan. We believe that we enter 2010 more resilient and more focussed.

Highlights of the year:

- Hardship Fund support has allowed us to broaden the advice services we provide by investing in volunteer training for office volunteers so that they can provide quality advice and referral at the first point of contact.
- ESF funding has allowed us to develop our Allotment Project, bringing in external expertise around training and mentoring and enabling the purchase of new equipment, plants and seeds.
- Established a new Family Support Project, which has created the opportunity to work in a more intensive and structured way with families who are struggling and allowed us to work in close partnership with other agencies helping to build successful outcomes for our families.
- Set up a new Office Project supporting a team of volunteers to work in our very busy reception, which provides the first point of contact for service users.
- Run a fantastic range of activities, events and outings: Washbrooks Farm trip, visits to our Children's Allotment at Stanmer Park, Tilgate Park outing, Christmas parties, Christmas lunch, Knowles Tooth Residential weekend for families, participated in the Tarner festival, parenting groups, Brighton Festival Art exhibition, Saturday Cookery Club, Women's Group, Walking Group, Stress management sessions, volunteer celebration, adult learning day, trip to Brighton Museum, cinema group, family fun workshops in the school holidays, photography group and Dad's Group.
- The Organisational Review has facilitated the restructuring mentioned above and helped us to kickstart plans to make the Centre more accessible; although slow and at times challenging, this process has galvanised our service users and generated an increased sense of ownership and belonging.
- In March, thanks to capital funding for Early Years provision, building work started in our playroom. We are restructuring and completely refurbishing our playroom facilities, installing a new energy efficient boiler, building an external play terrace allowing our children independent access to outside space, upgrading w/c facilities and installing a dedicated child's w/c and accessible w/c.

FINANCIAL REVIEW

The Statement of Financial Activities shows expenditure for the period ended 31 March 2010 was £285,252 (2009: £233,771) against income of £296,556 (2009: £265,318) leaving a net surplus for the year of £11,304 (2009: £31,547). At the balance sheet date the Charity had sufficient funds to meet its obligations. Note 11 to the accounts gives further details of our funds.

Reserves Policy

The Trustees are cognisant of the Charity Commissioners requirements on reserves policy and their medium term objective has been to increase the reserves to obtain a level (target £60,000) where unrestricted funds will cover three months forward. As can be seen from Note 11, we have now reached the level of £60,000 and our aim is to sustain it.

Risk Policy

The major risks that the charity is exposed to, as identified by the trustees, have been reviewed. The trustees are satisfied that there are established systems and procedures in place to manage those risks.

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT TRUSTEES' REPORT – continued

Investment Policy

In accordance with paragraph 4.17 of its Memorandum of Association the charity can deposit or invest funds in any manner (but to invest only after obtaining advice from a financial expert and having regard to the suitability of investments and the need for diversification).

At present any surplus funds are held on deposit at the Unity Trust Bank PLC.

PLANS FOR FUTURE PERIODS

Plans for future periods

The Charity will continue to provide the 8 projects previously listed. Plans for the coming year, include:

- Starting our local history project involving users and local people in researching slum clearance and redevelopment in the Turner area.
- Our Creative Wellbeing project will use creative activities to address the mental health needs of users and generate pathways towards support agencies.
- Completing our Organisational Review and attempting a name change for the organisation
- Secure funding to upgrade our computer room, invest in creative software and install computers in the main area to increase access.
- Secure funding to provide additional sessional work in our Playroom allowing coordinators to focus on implementation of the EYFS.
- Secure funding for new loan and safety equipment for our Temporary Housing Project.
- Securing funding to develop our Saturday Cooking Club.
- Secure funding for Phase 2 of our Access Project, which will involve installing a lift making the main area accessible from Turner Park and the ground floor
- Reviewing our new management structure
- Invest in training to support our newly created action groups, set up to create a structure for centre management work.
- Continue work to strengthen our Trustee body.
- Continue to develop our social policy work and to support our partnership work with community, voluntary and statutory services across the city.
- Continue to invest in volunteer training and to provide high quality placement and training opportunities.

DIRECTORS RESPONSIBILITIES

The Trustees (who are also Directors of Brighton Unemployed Centre Families Project for the purposes of Company law) are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 company as at the end of the year and of the surplus or deficit of the company for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- observe the methods and principles in the Charities SORP;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

**BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT
TRUSTEES' REPORT – continued**

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the company and to prevent and detect fraud and other irregularities.

INDEPENDENT EXAMINER

C. R. Tyler of Clark Brownscombe Limited, the Independent Examiner, is willing to continue in office and a resolution to reappoint him will be proposed at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities.

This report was approved by the Board of Trustees and signed on its behalf by

.....
Trustee

Date:.....

**BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT
INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS
ON THE UNAUDITED ACCOUNTS OF
BRIGHTON AND HOVE UNEMPLOYED CENTRE FAMILIES PROJECT**

I report on the accounts of the company for the year ended 31st March 2010 which are set out on pages 8 to 15.

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 charity's 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 the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

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 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, 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 statement below.

Independent Examiner's 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 section 386 of the Companies Act 2006; and
 - b. to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of 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.

.....
C R Tyler FCA DChA
Clark Brownscombe Limited
Chartered Accountants
8 The Drive
Hove
East Sussex
BN3 3JT

Date:.....

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2010**

INCOME AND EXPENDITURE	Notes	Restricted Revenue £	Unrestricted Revenue £	Total 2010 £	Total 2009 £
Incoming Resources					
From Generated Funds:					
Donations & Gifts		-	2,773	2,773	22,630
Rents Receivable		-	3,600	3,600	4,405
Investment Income		-	212	212	1,833
		<u>-</u>	<u>6,585</u>	<u>6,585</u>	<u>28,868</u>
From Charitable Activities:					
Grants Receivable	2	226,057	45,155	271,212	221,265
Kitchen		-	6,912	6,912	8,980
Courses and Room Hire		-	6,146	6,146	4,972
Laundry Service		-	958	958	1,233
University		-	2,600	2,600	-
Other		-	2,143	2,143	-
		<u>226,057</u>	<u>63,914</u>	<u>289,971</u>	<u>236,450</u>
Total Incoming Resources		<u>226,057</u>	<u>70,499</u>	<u>296,556</u>	<u>265,318</u>
Resources Expended					
Costs of generating funds:					
Fundraising costs	3	14,088	-	14,088	9,291
Charitable Activities	4	211,969	57,537	269,506	222,802
Governance Costs	5	<u>-</u>	<u>1,658</u>	<u>1,658</u>	<u>1,678</u>
Total Resources Expended		<u>226,057</u>	<u>59,195</u>	<u>285,252</u>	<u>233,771</u>
Net Incoming Resources for the year		-	11,304	11,304	31,547
Total Funds					
Brought forward at 1 April 2009		<u>-</u>	<u>66,347</u>	<u>66,347</u>	<u>34,800</u>
Carried forward at 31 March 2010	11	<u><u>-</u></u>	<u><u>77,651</u></u>	<u><u>77,651</u></u>	<u><u>66,347</u></u>

The notes on pages 10 to 15 form part of these Accounts

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

BALANCE SHEET AS AT 31 MARCH 2010 Company number 3537262

	Notes	2010	2009
		£	£
FIXED ASSETS			
Tangible Assets	7	-	-
CURRENT ASSETS			
Debtors	8	5,807	2,500
Cash at Bank and in Hand		<u>192,849</u>	<u>85,564</u>
		198,656	88,064
CREDITORS – amounts falling due within one year			
	9	<u>121,005</u>	<u>21,717</u>
NET CURRENT ASSETS		<u>77,651</u>	<u>66,347</u>
NET ASSETS		<u>77,651</u>	<u>66,347</u>
FUNDS			
Restricted Funds		-	-
Unrestricted Funds		<u>77,651</u>	<u>66,347</u>
	11	<u>77,651</u>	<u>66,347</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2010.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2010 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 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 Trustees on.....and signed on its behalf by:

.....
Trustee

The notes on pages 10 to 15 form part of these Accounts

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010

1. ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements.

1.1 Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006, Charities Act 1993 and follow the recommendations of the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

1.2 Cash flow

The financial statements do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1.

1.3 Fund Accounting

The charity has various types of funds for which it is responsible:

Unrestricted Funds

These funds are for use on the general charitable objectives of the charity.

Restricted Funds

These arise from specific grants for individual projects and appeal receipts for specific purposes. They must be used for the restricted charitable purpose for which they were given.

1.4 Incoming Resources

Donations

Donations are recognised on the receipt of cash. The Charity also benefits from many voluntary hours from its helpers. It would be impossible to place a value on this for which the Charity is extremely grateful and without which much of the work undertaken could not be achieved.

Grants

Grants are recognised on an accruals basis, accounted for in relation to the period to which they relate. Where grants have been received for capital items the total grant has been disclosed in the SOFA and depreciation, in accordance with the accounting policies, has been charged against that income over the estimated useful economic life of the asset.

Where grants are received during the year under review but relate to a later period the amount is deferred under Grants in Advance in the Balance Sheet. (See Note 9)

1.5 Resources expended

Resources expended are accounted for on an accruals basis. Costs of charitable activities are split over each of the project areas on a percentage basis in order to give an accurate estimation of the resources used by each project. Cost of Generating Funds includes the cost of persons employed to fundraise in the year.

Governance Costs comprise all costs associated with constitutional and statutory requirements.

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT
NOTES TO THE ACCOUNTS – continued

1.6 Taxation

The company is a Registered Charity and under Section 505(1) of the Income and Corporation Taxes Act 1988 is exempt from taxation on its charitable activities.

1.7 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided in order to write off each asset over its estimated useful life:

Equipment: written off in full in year of purchase
 Leasehold improvements: over the lease term which is five years

It is the charity's policy to capitalise items with a value of £500 or more. Items below this threshold are expensed in the SOFA.

2. GRANTS	2010	2009
	£	£
Restricted Revenue grants:		
Brighton and Hove Council Children's Trust	27,451	20,000
Brighton and Hove Food Partnership	-	850
Brighton and Hove Children's Trust Partnership	49,750	-
Hardship Fund	30,000	-
Esmee Fairbairn Foundation	-	10,000
BBC Children in Need	15,000	5,000
Beatrice Laing Trust	-	2,000
Goldstar VRF	-	44,800
Lloyds TSB Foundation	10,000	-
Henry Smith Trust	21,600	-
Big Lottery Fund	29,603	34,833
Stichting Benevolentia	5,000	-
Tudor Trust	28,387	22,500
Community of the Blessed Virgin Mary	2,000	-
EPS/SC Community Grant	3,966	-
Garfield Weston Foundation	1,000	-
Total Restricted Revenue Grants	<u>226,057</u>	<u>139,983</u>
Unrestricted Revenue Grants		
Brighton and Hove City Council	<u>45,155</u>	<u>81,282</u>
	<u>45,155</u>	<u>81,282</u>
TOTAL GRANTS RECEIVABLE IN THE YEAR	<u>271,212</u>	<u>221,265</u>

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

2. GRANTS - continued

The following grants were received this year but relate to the 2010/11 year. These are shown under Grants in Advance (see note 9).

	£
Brighton and Hove City Council	16,666
Hardship Fund	30,000
EPS/SC Community Grants	8,034
Heritage Lottery fund	24,850
Food Partnership	1,473
Henry Smith Charity	21,500
Tudor Trust	3,138
	<u>105,661</u>

The grant below was received in advance last year and is included in the above grants for this year.

	£
Brighton and Hove City Council	<u>14,000</u>

3. FUNDRAISING COSTS

	Restricted Funds £	Unrestricted Funds £	2010 Total £	2009 Total £
Costs of generating funds				
Internal fundraiser's salary	14,088	-	14,088	4,479
External fundraiser costs	-	-	-	4,812
	<u>14,088</u>	<u>-</u>	<u>14,088</u>	<u>9,291</u>

4. CHARITABLE ACTIVITIES

	Restricted Funds £	Unrestricted Funds £	2010 Total £	2009 Total £
Crèche project	68,747	27	68,774	61,751
Temporary housing project	25,624	7,962	33,586	32,467
Education project	10,011	22,268	32,279	33,923
Welfare rights project	26,858	2,982	29,840	29,409
Participation project	24,307	6,147	30,454	34,830
Food project	23,104	17,736	40,840	30,422
Family Support	21,078	261	21,339	-
Office	12,240	154	12,394	-
	<u>211,969</u>	<u>57,537</u>	<u>269,506</u>	<u>222,802</u>

5. GOVERNANCE COSTS

	Restricted Funds £	Unrestricted Funds £	2010 Total £	2009 Total £
Independent Examiners Fee	-	1,538	1,538	1,678
Trustee Expenses	-	120	120	-
	<u>-</u>	<u>1,658</u>	<u>1,658</u>	<u>1,678</u>

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

6. EMPLOYEE INFORMATION

No remuneration was paid to the Trustees in the year. Trustees are reimbursed with the costs of attending meetings and receive normal benefits as volunteer workers if working as such. The total amount of trustee expenses reimbursed was £113 (2009: £NIL) which was for travel expenses reimbursed to 7 trustees. Other staff costs were as follows:

	2010 £	2009 £
Staff Costs:		
Wages and salaries	166,844	131,133
Social security costs	<u>12,465</u>	<u>10,639</u>
	<u>179,309</u>	<u>141,772</u>

No employee received emoluments above £60,000 in the year.

The average weekly number of staff employed by the charity during the year was as follows:

Direct charitable work	<u>12</u>	<u>9</u>
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7. TANGIBLE FIXED ASSETS

	Leasehold Improvements £	Equipment and Fittings £	Total £
Cost:			
At 1 April 2009	55,213	50,791	106,004
Additions	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2010	<u>55,213</u>	<u>50,791</u>	<u>106,004</u>
Depreciation:			
At 1 April 2009	55,213	50,791	106,004
Provision for year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2010	<u>55,213</u>	<u>50,791</u>	<u>106,004</u>
Net Book Value:			
At 31 March 2010	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2009	<u>-</u>	<u>-</u>	<u>-</u>

8. DEBTORS

	2010 £	2009 £
Prepayments	<u>5,807</u>	<u>2,500</u>

9. CREDITORS: Amounts falling due within one year

	2010 £	2009 £
Trade Creditors	9,750	-
Social Security and Other Taxes	4,094	2,743
Accruals	1,500	4,974
Grants in Advance (see Note 2)	<u>105,661</u>	<u>14,000</u>
	<u>121,005</u>	<u>21,717</u>

NOTES TO THE ACCOUNTS - continued

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

10. OPERATING LEASE COMMITMENTS

	Land & Buildings	
	2010	2009
	£	£
Expiring in more than five years	<u>10,000</u>	<u>10,000</u>

11. FUNDS OF THE CHARITY

Restricted funds represent grants and donations received with attaching pre-conditions as to the specific expenditure, whether of a capital or revenue related nature.

Analysis of fund balances between the net assets:

	Restricted Funds	Unrestricted Funds	2010 Total	2009 Total
	£	£	£	£
Tangible Fixed Assets	-	-	-	-
Net Current Assets	<u>-</u>	<u>77,651</u>	<u>77,651</u>	<u>66,347</u>
	<u>-</u>	<u>77,651</u>	<u>77,651</u>	<u>66,347</u>

The General fund is the balance left on unrestricted funds. Such funds can be used for any purpose at the discretion of the Trustees.

UNRESTRICTED FUNDS	B'fwd	Income	Expenditure	Transfer	C'fwd
	£	£	£	£	£
<u>Designated Fund</u>					
Emergency Repairs and Renewals	10,000	-	-	(10,000)	-
<u>General Fund</u>					
Unrestricted	<u>56,347</u>	<u>79,765</u>	<u>68,461</u>	<u>10,000</u>	<u>77,651</u>
Total Unrestricted	<u>66,347</u>	<u>79,765</u>	<u>68,461</u>	<u>-</u>	<u>77,651</u>

The balance on the designated fund has been transferred to the general fund as it is no longer required.

BRIGHTON UNEMPLOYED CENTRE FAMILIES PROJECT

FUNDS OF THE CHARITY

	<u>Project Ref.</u>	<u>B/fwd</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>C/fwd</u>
Restricted Revenue Grants						
BBC Children In Need Appeal	1	-	15,000	(15,000)	-	-
Big Lottery Fund	2	-	29,603	(29,603)	-	-
Brighton and Hove City Council – Children’s Trust	3	-	27,451	(27,451)	-	-
Brighton and Hove Children’s Trust Partnership	4	-	49,750	(49,750)	-	-
Hardship Fund	5	-	30,000	(30,000)	-	-
Henry Smith Trust	6	-	21,600	(21,600)	-	-
Lloyds TSB Foundation	7	-	10,000	(10,000)	-	-
Stichting Benevolentia	8	-	5,000	(5,000)	-	-
Tudor Trust	9	-	28,387	(28,387)	-	-
Community of the Blessed Virgin Mary	10	-	2,000	(2,000)	-	-
RPS/SC Community Grant	11	-	3,966	(3,966)	-	-
Garfield Weston Foundation	12	-	1,000	(1,000)	-	-
Right Start Partnership	13	-	2,300	(2,300)	-	-
TOTAL RESTRICTED GRANTS		-	<u>226,057</u>	<u>(226,057)</u>	-	-

Project Details

- 1 BBC Children in Need Appeal – Crèche
- 2 Big Lottery Fund – Food / Participation
- 3 Brighton & Hove City Council – Children’s Trust – Crèche / Housing
- 4 Brighton & Hove Council’s Children and Young People’s Trust – Family Support
- 5 Hardship Fund – Office Project / Welfare Rights Project and Participation Project
- 6 Henry Smith Charity – Crèche
- 7 Lloyds TSB Foundation – Welfare
- 8 Stichting Benevolentia – Education Project
- 9 Tudor Trust – General Costs / Fundraiser / Review
- 10 Community of the Blessed Virgin Mary – Creche
- 11 RPS/SC Community Grant – Food / Participation
- 12 Garfield Weston Foundation – Education Project
- 13 Right Start Partnership – Creche

12. SHARE CAPITAL

The charity is incorporated as a Company Limited by Guarantee having no share capital. In accordance with Section 7 of its Memorandum of Association each member may be liable to pay up to £1 towards the costs of dissolution and the liabilities incurred by the Charity while the contributor was a member.