

**TOW LAW COMMUNITY ASSOCIATION**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING**  
**31 DECEMBER 2007**

**Charity Number 516807**

**JANE ASCROFT ACCOUNTANCY LIMITED**

Chartered Accountants  
19 Alum Waters  
New Brancepeth  
Durham  
DH7 7JL

# **TOW LAW COMMUNITY ASSOCIATION**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2007**

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# TOW LAW COMMUNITY ASSOCIATION

## TRUSTEES ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2007

The trustees present their report and the unaudited financial statements of the charity for the year ended 31 December 2007.

#### REFERENCE AND ADMINISTRATIVE DETAILS

<b>Registered charity name</b>	Tow Law Community Association
<b>Charity registration number</b>	516807
<b>Principal address</b>	Tow Law Community Centre Dans Castle Tow Law Bishop Auckland Co. Durham DL13 4AY

#### THE TRUSTEES

The trustees who served the charity during the period were as follows:

Mrs A Green (Chairman)  
Mr J Gale (Vice Chairman)  
Mrs J Flynn (Secretary)  
Mr D Royle – Resigned 31 July 2007  
Mrs J Stevens  
Mrs S Spence  
Mrs M Bell

#### Staff

Mr A Anderson	Community Development Worker
Mrs L Rowland	Admin Worker/Finance Officer
Mr J Miller	IT worker
Mr A Kay	Youth Link Worker
Mrs J Mountain	NRF Youth Worker
Mrs M Orton and Mrs C Hurton	Caretakers

<b>Independent examiner</b>	Jane Ascroft 19 Alum Waters New Brancepeth Durham DH7 7JL
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<b>Bankers</b>	Barclays Bank Jenkin House Bob Hardisty Drive Bishop Auckland
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# TOW LAW COMMUNITY ASSOCIATION

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2007

### CHAIRMAN'S INTRODUCTION

This year has been a year of expansion. With the employment of Jenny Mountain as youth engagement worker we have had been able to make maximum use of our youth team of Ashley Kay and Jason Miller to develop evening youth activities and Jenny has also been able to develop daytime youth engagement activities with hard to reach young people and through referral from Wolsingham Community College. A youth assembly held at Wolsingham Community College attended by all the children at that school from Tow Law and by the children from both primary schools in Tow Law meant that they all had a say in what they wanted at the centre and also in what they wanted for the future of Tow Law. This has led to a lot of targeted projects including a group of hard to reach youngsters enjoying an outward bound course in the Lake District with Mobex, the establishing of a Duke of Edinburgh Group and music projects with the Sage Gateshead. Youngsters have also worked with Groundwork West Durham on designing a refurbishment of the BMX track. We have also been able to re-establish the Boxing Club on Monday and Friday evenings and a new Gym club has started. We have seen a welcome improvement in the numbers and the behaviour of youngsters attending sessions at the Centre and we are confident that will continue if we can secure funding to retain the youth posts as all their funding finishes in July this year.

Lynne Rowland our finance officer has continued to develop her role and has gained an NVQ level 4 in Business Management during the year which the committee congratulate her on. The employment of her as finance officer has seen benefits in meeting reports and in accessibility of information. I only hope that we can recruit a Treasurer this year to support her in her role.

Learn Direct courses have continued under Alan Anderson and adult I.T. with Jason Miller. Take up of these courses has steadily increased over the year.

We did complete a business plan and funding applications have been submitted to try and retain our workforce but at the beginning of this year we had seen very little success. We are continuing to make applications and we hope at the end of this year we will have better news.

The 20th Anniversary events went off well although numbers attending weren't always good. We held an Antique's Roadshow and a play "The Man Who would be King" in March, our usual Funday in July and an Exhibition in October. Other events were held around the town and culminated in a joint school carol service in St Philips and St James Parish Church that was very noisy but very much enjoyed.

2008 will see us change from an unincorporated association to a company limited by Guarantee. We hope this change in status will assist us in recruiting more trustees which after the need to obtain more funding for our staff is our greatest challenge this year.

I would like to thank the trustees for continuing to serve and their hard work over the year.

Aileen Green  
Chairman

# **TOW LAW COMMUNITY ASSOCIATION**

## **TRUSTEES ANNUAL REPORT** *(continued)*

**YEAR ENDED 31 DECEMBER 2007**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

The Tow Law Community Association is an unincorporated association. Its constitution was adopted on the 22nd March 1967 and amended on 8th April 1981 and again on 30th March 1999. It registered as a charity on 16th September 1985 with charity number 516807.

#### **Recruitment, Induction and Training of new Trustees**

We are currently finding severe problems in recruiting new trustees. Three trustees have resigned this year and we have been unable to recruit replacements. We advertise in the local newsletter Tow Law Tattler, the Local papers, the Northern Echo and the Wear Valley Mercury and online on the website [www.towlaw.org.uk](http://www.towlaw.org.uk). We use word of mouth as well. This is a major area of risk for us and we take it very seriously. We hope that our conversion to a Company Limited by Guarantee will make recruitment easier and we will be concentrating our efforts on recruitment this year.

#### **The Management Committee**

The Association now has 4 Trustees. All live in the Tow Law area. Our chair is a local Business woman and our vice chair is a District Councillor. Our Secretary is a local Solicitor and our remaining member is a local housewife. The committee meet monthly apart from August and December and are responsible for overall management of the Centre. The Centre staff deal with day to day management.

#### **Risk Management**

The committee take financial advice from our accountant with regard to financial risks to the organisation. The development of a business plan has helped focus our minds on the business risks to the organisation and the need to build up a sustainable long term future for the organisation based on business principles. The fire risk register continues to be maintained and we are ensuring that we have appropriate policies and procedures in place to comply with current legislation. All relevant officers have been CRB checked this year and staff CRB's have been updated as necessary.

# TOW LAW COMMUNITY ASSOCIATION

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2007

### OBJECTIVES AND ACTIVITIES

The objects of the Association are to:

(a) promote the benefit of the inhabitants of Tow Law and the surrounding area (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;

(b) establish, or secure the establishment of, a Community Centre (hereinafter called "the Centre") and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects.

(c) promote such other charitable purposes as may from time to time be determined. The Association shall be non-party in politics and non-sectarian in religion.

### Centre Timetable

#### MONDAY

##### Day

Tiny Tots  
I.T. Drop in  
Solicitor

##### Evening

Boys Club  
Girls Under 11's Singing  
Homework Club  
Boxing  
IT Drop in and Projects

#### Tuesdays

##### Day

##### Evening

Weightwatchers  
Keep Fit  
Young Person's Health  
Music, Learn to play Guitars or Drums Form a Group  
Adults I.T. drop in

#### Wednesday

##### Day

##### Evening

Rainbows  
Brownies  
IT Drop in  
D.J. with, CoMusica  
Youth Drop in

#### Thursday

##### Day

Tiny Tots

# TOW LAW COMMUNITY ASSOCIATION

## TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2007

### **Evening**

Duke of Edinburgh Group

Gymnastics

Carpet Bowls

Sequence Dance Club

### **Friday**

#### **Day**

Writers group

### **Evening**

Girls Football

Boxing

### **Saturday**

Internet Café

## **ACHIEVEMENTS AND PERFORMANCE**

### **Programmes of Work**

In the last year, a number of programmes of work at the Centre have been carried out including:

Health & Safety documentation has been completed with weekly inspections of fire alarms and emergency lighting being carried out by the administrative and caretaking staff, who have received training on this. In addition annual inspections have now been arranged on service contracts.

A fire drill was carried out to comply with Health & Safety documentation, involving centre Staff and the District Nursing team and work has been carried out to upgrade electrical circuits and equipment.

Improvements have been made to the shrub beds at the front of the centre but further improvements will be necessary to the rear of the centre.

The centre has hosted a works experience placement and it is hoped to host more such placements.

There have been ongoing discussions with regard to examining the future role of the Partnership, the Association and the Town Council, between those organisations that resulted in us completing our business plan in July of the year.

All workers have attended appropriate training courses throughout the year and are active members of local partnerships and support groups

The County Durham PCT Lease was finally completed formally setting out the legal relationship between us and the PCT for the letting of the ground floor offices to them.

We continue to organize annual events such as the Funday and Pensioner's Party. This year we also took part in the big Coffee Morning for Macmillan Cancer Care. We also took part in Adult Learners Week and Volunteers Week.

# TOW LAW COMMUNITY ASSOCIATION

## TRUSTEES ANNUAL REPORT *(continued)*

### YEAR ENDED 31 DECEMBER 2007

#### **Funding**

A number of successful funding bids have been achieved including:

NRF Project (Employability): Numbers attending Drop-Ins have been constant throughout the year with the first year target of 20 learners accessing Numeracy/Literacy training to NVQ level 2 completed by March 31st, 2007 and the second year target of 30 learners accessing Numeracy/Literacy training to NVQ level 2 near completion by March 31st, 2008. The end of year 2006/2007 report was submitted to Mary Hall at WVDC, together with evidence of the two Community Association projects on May 4th, 2007. In addition, all the quarterly funding returns have been completed well ahead of the deadlines set, with funds in excess of £92,000 being paid into the Association's account.

NRF Young Persons Support Worker (Crime and the Fear of Crime): This was applied for in conjunction to the NRF (Employability) project with Jenny Mountain being appointed with effect from January 2007.

NRF Funding Underspend: Based on the 2006/07 NRF underspend Alan Anderson successfully completed an application for additional funding for Youth projects. The money relating to this application came from other projects that had not fully spent monies available in their budgets. The total applied for was £10,021 as wages for Jenny for an extra 10 hours per week, plus £11,500 for projects making an application total of £21,521. A further bid at the end of the year to replace our computer equipment has been successful with a grant of £39,000.

Interim funding has also been successfully applied for for £20,625 to enable us to continue to offer Learn Direct courses for another 6 months but will also look at training issues within the business community. An Underspend on the Big Lottery fund has enabled us to extend the youth engagement worker post for three months to July 2008.

The banner restoration funded by the Heritage Lottery is now complete at a cost of £16,000

Ongoing bids are being made to large funders and charities to extend the staff posts.

Learning Links: A service level agreement to work with Learning Links, based at Chester-le-Street, was signed on February 26th 2007, to assist in providing with the existing training sessions that are already being run at the Centre. Learning Links is a training organisation and has centres throughout the UK. At the moment, they are expanding into rural areas such as Tow Law. Their assistance now means it will be even easier for learners to access our range of on-line courses and individual tuition. Those wishing to take courses in computing, numeracy and literacy, languages or any course provide by Learn Direct can now do so entirely at the Community Centre.

# **TOW LAW COMMUNITY ASSOCIATION**

## **TRUSTEES ANNUAL REPORT** *(continued)*

### **YEAR ENDED 31 DECEMBER 2007**

#### **Youth Work**

In the last year it has been our aim to develop focused youth project nights and provision, at the Community Centre, involving different groups of young people. With workers using their skills to engage young people in diverse activities and relationship building.

Additional specialist support and instruction has been used when required to access further healthy activities and skills.

We have been building on inclusion work in the areas of citizenship, anti bullying and healthy life choices and have worked with Education in the Community, linking with Crook, Wolsingham and Witton le Wear.

In addition the young people have set up a Duke of Edinburgh Award Scheme that will be active over the next year. We hope that the original cohort will continue to grow.

The facilities at the Centre and wider community networks have been used to encourage young people's involvement in their own community and to help break down perceived barriers, fostering youth led networks, in young people's skills and interest areas.

The Youth team made up of Jenny Mountain, Ashley Kay, Jason Miller and Lynne Rowland are working to further develop projects and strengthen young person provision through activities and relationship building.

#### **FINANCIAL REVIEW**

##### **Reserves Policy**

The aim of the Trustees is to retain unrestricted reserves equivalent to 6 months centre running costs (excluding depreciation). At current activity levels this is equal to approximately £24,100. Unrestricted reserves at 31 December 2007 were £27,303.

# **TOW LAW COMMUNITY ASSOCIATION**

## **TRUSTEES ANNUAL REPORT** *(continued)*

**YEAR ENDED 31 DECEMBER 2007**

### **PLANS FOR FUTURE PERIODS**

Next year we intend:

1. To take forward and fund with our young people the projects they have identified from the Tow Law Assembly.
2. Develop further activities and projects identified by them with them.
3. To support them in developing their potential further.
4. Giving opportunities that wouldn't normally be available to them in an isolated rural community.
5. Empower them to make better life decisions.
6. Work with our local partners such as Education in the Community, Community of Interest, Groundwork West Durham, Tow Law Partnership, Tow Law Town Council, Durham Wildlife Trust, County Durham Primary Care Trust, Tow Law Network Group, Sage Gateshead, Wolsingham Cluster Joint Agency Group, and Crook Community Partnership to open up further opportunities and networks and ensure a joined up approach.
7. To develop connections and links with our adjoining communities who have similar problems to ourselves.

### **Other Future Developments**

Call Centre - the association is currently working with the Enterprise Agency regarding use of one of the rooms in the Community Centre for this purpose. Agreements are now being put in place with an estimated start date of the end of March 2008

### **RESPONSIBILITIES OF THE TRUSTEES**

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to 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 these 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 1993. 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 and other irregularities.

# **TOW LAW COMMUNITY ASSOCIATION**

## **TRUSTEES ANNUAL REPORT** *(continued)*

**YEAR ENDED 31 DECEMBER 2007**

### **INDEPENDENT EXAMINER**

A resolution to re-appoint Jane Ascroft Accountancy Limited as independent examiner for the ensuing year will be proposed at the Annual General Meeting.

Signed on behalf of the trustees

Tow Law Community Centre  
Dans Castle  
Tow Law  
Bishop Auckland  
Co. Durham  
DL13 4AY

Mrs J Flynn  
Secretary

Date:

**TOW LAW COMMUNITY ASSOCIATION**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TOW  
LAW COMMUNITY ASSOCIATION**

**YEAR ENDED 31 DECEMBER 2007**

I report on the accounts of the charity for the year ended 31 December 2007 set out on pages 13 to 22.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND INDEPENDENT EXAMINER**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

My examination was carried out in accordance with the General Directions given by the Charities 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 I do not express an audit opinion on the view given by the accounts.

**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:
  - (a) to keep accounting records in accordance with section 41 of the Act; and
  - (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave 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.

Jane Ascroft  
Independent examiner

19 Alum Waters  
New Brancepeth  
Durham  
DH7 7JL

Date: .....

# TOW LAW COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2007

		Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Voluntary income	2	39	1,000	1,039	85
Activities for generating funds	3	598	–	598	805
Investment income	4	23	–	23	238
Incoming resources from charitable activities	5	25,354	126,681	152,035	111,403
Other incoming resources	6	–	–	–	257
<b>TOTAL INCOMING RESOURCES</b>		<u>26,014</u>	<u>127,681</u>	<u>153,695</u>	<u>112,788</u>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds:					
Fundraising trading: cost of goods sold and other costs	7	(783)	–	(783)	(431)
Charitable activities	8/9	(23,307)	(138,107)	(161,414)	(124,986)
Governance costs	10	(874)	–	(874)	(1,660)
<b>TOTAL RESOURCES EXPENDED</b>		<u>(24,964)</u>	<u>(138,107)</u>	<u>(163,071)</u>	<u>(127,077)</u>
<b>NET OUTGOING RESOURCES FOR THE YEAR</b>	11	1,050	(10,426)	(9,376)	(14,289)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>674,834</u>	<u>10,426</u>	<u>685,260</u>	<u>699,549</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>675,884</u>	<u>–</u>	<u>675,884</u>	<u>685,260</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on page 13 form part of these financial statements.

# TOW LAW COMMUNITY ASSOCIATION

## BALANCE SHEET

31 DECEMBER 2007

	Note	2007 £	2006 £
<b>FIXED ASSETS</b>			
Tangible assets	13	648,581	667,530
<b>CURRENT ASSETS</b>			
Stocks	14	2,066	1,968
Debtors	15	23,442	25,479
Cash at bank and in hand		15,682	3,159
		<u>41,190</u>	<u>30,606</u>
<b>CREDITORS: Amounts falling due within one year</b>	16	<u>(13,887)</u>	<u>(12,876)</u>
<b>NET CURRENT ASSETS</b>		<b>27,303</b>	17,730
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u><b>675,884</b></u>	<u>685,260</u>
<b>NET ASSETS</b>		<u><b>675,884</b></u>	<u>685,260</u>
<b>FUNDS</b>			
Restricted income funds	17	–	10,426
Unrestricted capital funds	18	648,581	667,530
Unrestricted income funds	18	27,303	7,304
<b>TOTAL FUNDS</b>		<u><b>675,884</b></u>	<u>685,260</u>

These financial statements were approved by the members of the committee on the ..... and are signed on their behalf by:

.....  
MRS A GREEN (CHAIRMAN)

.....  
MRS J FLYNN (SECRETARY)

The notes on page 14 form part of these financial statements.

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Charities Act 1993.

Where applicable, comparative results have been restated to comply with SORP 2005 but these restatements have had no effect on the funds brought forward at the start of the year.

#### **Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 1. ACCOUNTING POLICIES *(continued)*

#### Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- 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 costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource.

Premises costs are allocated as follows:

Running the Community Centre - 75%  
Youth work - 10%  
Worklessness - 10%  
Support Costs - 5%

Support costs are allocated as follows:

Running the Community Centre - 80%  
Youth work - 10%  
Worklessness - 10%

#### Fixed assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £100 are not capitalised.

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property	-	2% per annum straight line
Furniture & Equipment	-	10% per annum reducing balance

#### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Donations	<u>39</u>	<u>1,000</u>	<u>1,039</u>	<u>85</u>

### 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Sale of mugs and calendars	<u>598</u>	<u>598</u>	<u>805</u>

### 4. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Bank interest receivable	<u>23</u>	<u>23</u>	<u>238</u>

### 5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Running the Community Centre - Grant Income	2,000	41,746	43,746	44,470
Running the Community Centre - Activities and Lettings	23,354	-	23,354	24,438
IT Training and Support - Grant Income	-	-	-	15,024
Restoration of banner - Grant Income	-	8,160	8,160	8,000
Worklessness - Grant Income	-	61,059	61,059	19,471
Youth Work - Grant Income	-	15,716	15,716	-
	<u>25,354</u>	<u>126,681</u>	<u>152,035</u>	<u>111,403</u>

### 6. OTHER INCOMING RESOURCES

	Total Funds 2007 £	Total Funds 2006 £
Insurance claims	-	221
Other income	-	36
	<u>-</u>	<u>257</u>

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 7. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£
Sale of mugs and calendars	783	783	431
	<u>783</u>	<u>783</u>	<u>431</u>

### 8. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£	£
Running the Community Centre	19,835	47,361	67,196	71,443
IT Training & Support	–	–	–	16,004
Worklessness	–	55,764	55,764	18,673
Restoration of Friendly Society Banner	–	8,015	8,015	6,941
Youth Work	–	19,484	19,484	–
Support costs	3,472	7,483	10,955	11,925
	<u>23,307</u>	<u>138,107</u>	<u>161,414</u>	<u>124,986</u>

### 9. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Support costs	Total Funds 2007	Total Funds 2006
	£	£	£	£
Running the Community Centre	67,196	8,749	75,945	82,176
IT Training & Support	–	–	–	16,600
Worklessness	55,764	1,103	56,867	19,269
Restoration of Friendly Society Banner	8,015	–	8,015	6,941
Youth Work	19,484	1,103	20,587	–
	<u>150,459</u>	<u>10,955</u>	<u>161,414</u>	<u>124,986</u>

### 10. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2007	Total Funds 2006
	£	£	£
Accountancy fees	874	874	240
Audit fees	–	–	1,050
Bank charges	–	–	370
	<u>874</u>	<u>874</u>	<u>1,660</u>

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 11. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2007	2006
	£	£
Depreciation	18,949	19,620
Auditors' remuneration:		
- audit of the financial statements	—	1,050
	<u>          </u>	<u>          </u>

### 12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2007	2006
	£	£
Wages and salaries	73,204	57,487
Social security costs	8,005	3,650
	<u>81,209</u>	<u>61,137</u>

No trustees received remuneration during the year. Trustees expenses totalled £nil (2006 - £54).

#### Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2007	2006
	No	No
Number of administrative staff	1	1
Number of project staff	4	3
	<u>5</u>	<u>4</u>

No employee received emoluments of more than £60,000 during the year (2006 - Nil).

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 13. TANGIBLE FIXED ASSETS

	Freehold property £	Furniture & Equipment £	Total £
<b>COST</b>			
At 1 January 2007 and 31 December 2007	<u>645,547</u>	<u>79,311</u>	<u>724,858</u>
<b>DEPRECIATION</b>			
At 1 January 2007	38,392	18,936	57,328
Charge for the year	<u>12,912</u>	<u>6,037</u>	<u>18,949</u>
At 31 December 2007	<u>51,304</u>	<u>24,973</u>	<u>76,277</u>
<b>NET BOOK VALUE</b>			
At 31 December 2007	<u>594,243</u>	<u>54,338</u>	<u>648,581</u>
At 31 December 2006	<u>607,155</u>	<u>60,375</u>	<u>667,530</u>

### 14. STOCKS

	2007 £	2006 £
Stock	<u>2,066</u>	<u>1,968</u>

### 15. DEBTORS

	2007 £	2006 £
Trade debtors	415	4,512
Accrued grant income	17,053	14,911
Prepayments	<u>5,974</u>	<u>6,056</u>
	<u>23,442</u>	<u>25,479</u>

### 16. CREDITORS: Amounts falling due within one year

	2007 £	2006 £
Bank loans and overdrafts	2,853	6,346
Taxation and social security	5,858	-
Trade creditors and accruals	4,363	5,780
Accruals	<u>813</u>	<u>750</u>
	<u>13,887</u>	<u>12,876</u>

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 17. RESTRICTED INCOME FUNDS

	Balance at 1 Jan 2007 £	Incoming resources £	Outgoing resources £	Balance at 31 Dec 2007 £
Big Lottery Fund	8,367	41,746	(50,113)	–
Awards for All	1,000	–	(1,000)	–
NRF (Worklessness)	–	61,059	(61,059)	–
Heritage Lottery Fund	1,059	7,900	(8,959)	–
NRF (Youth)	–	12,782	(12,782)	–
Sir James Knott Trust	–	500	(500)	–
2D	–	300	(300)	–
Durham County Council	–	2,134	(2,134)	–
Other smaller funds	–	1,260	(1,260)	–
	<b>10,426</b>	<b>127,681</b>	<b>(138,107)</b>	<b>–</b>

Restricted funds are used for the following purposes:

Big Lottery Fund	This fund is to allow the further expansion of the Community Centre by the employment of additional staff.
Awards for All	This fund is for building costs and equipment.
NRF (Worklessness)	This Neighbourhood Renewal Fund grant is for the Worklessness project.
Heritage Lottery Fund	This grant is for the restoration of the Tow Law Friendly Society banner.
NRF (Youth)	This Neighbourhood Renewal Fund grant is for the youth project.
Sir James Knott Trust	This fund is for a youth photography project.
2D	This fund is for a youth trip to Beamish.
Durham County Council	This fund is to pay the youth worker's wages.

### 18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Jan 2007 £	Incoming resources £	Outgoing resources £	Balance at 31 Dec 2007 £
Capital Fund	667,530	–	(18,949)	648,581
General Funds	7,304	26,014	(6,015)	27,303
	<b>674,834</b>	<b>26,014</b>	<b>(24,964)</b>	<b>675,884</b>

# TOW LAW COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2007

### 19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	<b>Tangible fixed assets £</b>	<b>Net current assets £</b>	<b>Total £</b>
<b>Unrestricted Income Funds:</b>			
Designated Funds	<b>648,581</b>	<b>–</b>	<b>648,581</b>
General Funds	<b>–</b>	<b>27,303</b>	<b>27,303</b>
	<b>648,581</b>	<b>27,303</b>	<b>675,884</b>
<b>Total Funds</b>	<b>648,581</b>	<b>27,303</b>	<b>675,884</b>