

Bradford Community Environment Project

Report and Accounts

March 31, 2007

Company Number 04111491

Registered Charity 1093783

Bradford Community Environment Project

A company limited by guarantee without a share capital

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Directors and Trustees Report for the year ended March 31, 2007

The directors have pleasure in submitting their report together with the audited accounts for the year ended March 31, 2007.

Reference and Administrative Information

Charity Name: Bradford Community Environment Project

Charity Registration Number: 1093783

Company Registration Number: 04111491

Registered Office and Principal Address: Unit 13, Carlisle Business Centre,
60 Carlisle Road,
Bradford,
West Yorkshire,
BD8 8BD

Board of Trustees

Mark N Fisher	Chairman
David F McConnell	Deceased 21 March 2007
Hawarun Hussain	
Alan Keeling	Treasurer
Michael Waite	Resigned – 16 November 2006
Abdul M Gulzar	Resigned – 16 November 2006
David J Bowles	Resigned – 16 November 2006
Pam Ashton	Appointed – 16 November 2006
Tahira Bibi	
David J Bowles	Co-opted – 19 February 2007

Secretary

Carlton J Smith

Senior Management Team

Carlton J Smith

Auditor

Andrew S Parker, 2 Meadow Court, Allerton, Bradford BD15 9JZ

Bankers

The Co-operative Bank Plc, PO Box 101, 1 Balloon Street, Manchester M60 4EP
Ecology Building Society, 7 Belton Road, Silsden, West Yorkshire, BD20 0EE

Solicitors

Gordons, 14 Piccadilly, Bradford BD1 3LX

Directors Report (continued)

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 21 November 2000 and registered as a charity on September 12, 2002. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of the Board of Trustees

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association the members of the Board of Trustees are elected to serve for a period of three years after which they must resign. However, resigning trustees can stand for re-election at the next Annual General Meeting.

Michael Waite, Abdul Gulzar and David Bowles retired by rotation. Pam Ashton offered herself for election at the 2006 AGM. David Bowles was co-opted 19 February 2007. David McConnell sadly passed away on 21 March 2007.

The charity's work focuses on environmental improvements (of people, practices and places) with the communities of Bradford. The Board of Trustees seeks to ensure that the needs of these communities are appropriately reflected through the diversity of the Board of Trustees. To enhance the potential pool of trustees, the charity has, through selective invitation, sought to identify members and other interested parties who would be willing to become Trustees and use their experience to assist the charity.

The more traditional business and environmental skills are well represented on the Board of Trustees. In an effort to maintain this broad skill mix, members of the Board of Trustees will be requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, individuals will be approached to offer themselves for election to the Board of Trustees.

Trustee Induction and Training

Most trustees are already familiar with the practical work of the charity, due to their knowledge of its frontline deliveries.

Additionally, new trustees are invited and encouraged to attend short training sessions (of no more than an hour) to familiarise themselves with the charity and the context within which it operates.

These are lead by the Director of the charity and cover:

- The obligations of members of the Board of Trustees.
- The main documents which set out the operational framework of the charity including the Memorandum and Articles of Association.
- Resources and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

Library resources are made available and Trustees are sign posted to them, including the Charity Commission's guide "the essential Trustee" as a follow up to the induction session. Feedback from new trustees will be sort to review this induction process.

Directors Report (continued)

Structure, Governance and Management (continued)

Risk Management

The Board of Trustees reviews the major risks to which the charity is exposed. A risk register will be established and annually updated. Where appropriate, systems or procedures are established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which allows for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors. The continuing implementation of the PQASSO (Practical Quality Assurance System for Small Organisations) ensures a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

Bradford Community Environment Project has a Board of Trustees of not less than three members who meet monthly and are responsible for the strategic direction and policy of the charity. At present, the Board has ten members from a variety of professional backgrounds relevant to the work of the charity. The Secretary also sits on the Board but has no voting rights.

A scheme of delegation is in place and day to day responsibility for the provision of the services rest with the Director along with the Programme Leader Managers. The Director is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Programme Leader Managers have responsibility for the day to day operational management of their service areas, individual supervision of their staff team and also ensuring that their teams continue to develop their skills and working practices in line with good practice.

Related Parties

In so far as it is complimentary to the charity's objects, the charity is guided by both local and national policy. Many of the range of services of Bradford Community Environment Project (BCEP) are able, through their place within BCEP and its partners, to offer connections to, or benefits from, other environmental programmes; this has been particularly prevalent within BCEP's area-based improvements and increasingly within the schools related programmes. BCEP believes in working closely in a spirit of openness and cooperation with other locally based and national organisations to support the core work of the project and its partners.

Objectives and Activities

The principal activity of the company is to contribute to sustainable regeneration of the Bradford Metropolitan District by promotion of community based initiatives that enhance the quality of the environment for those living or working in areas of multiple deprivation within the District, without distinction of age, race, religion, politics and other opinions.

The main objectives and activities for the year continued to focus upon the promotion of good environmental practices and the improvement of the physical environment. The strategies employed to assist the charity to meet these objectives included the following:

- Providing a range of services which address the problems related to a poor physical environment and these are reflective of relevant quality standards.
- Focussing upon addressing the harm which comes from poor environmental practices, not only for the individual but also their family and wider community.

Directors Report (continued)

Objectives and Activities (continued)

- Working towards improving standards of services and the implementation of Quality Assurance Standards.
- Working in partnership with other agencies to secure the widest range of services is available that best match the needs of its client population.

Achievements and Performance

The main areas of charitable activity are the provision of physical urban improvement services; environmental education; healthy eating awareness and support; gardening clubs; adventurous play and home safety awareness.

BCEP global satisfaction rating: 3% poor, 3% OK, 22% Good, 73% Fantastic, (35% response rate).

Urban improvement services

Community Urban Design, part funded by the Environmental Task Force, was tasked with improving the local environment via community consultations leading to the development of plans for 25 uncared for or underdeveloped sites.

Staffing levels were increased from 4 to 6 with the addition of Karen Elliot as Senior Landscape Architect, Gill Wood and Jana Bicanova (replacing Angela Ganns) as trainees. Liz Melling was added part way through the period to give additional Community Consultation support.

During the reporting period the team carried out 29 community consultations and completed 21 designs on approved sites (5 Community Gardens, 3 Areas of raised beds, 3 Allotments, 2 Gateway sites and 8 various consisting of benches, paving, pathways, fencing, wall demolition/repairs and planting schemes.) with a further 19 in progress.

In addition, Community Funding Unit commissioned work continued on 3 children's centres, a play area, a Multi Use games Area and seven Community projects involving 62 volunteers.

Overall satisfaction rating: 29% Good, **71% Fantastic**, (27% response rate).

Urban Works, part funded by the Environmental Task Force, expanded its activities, took on an additional 11 full time staff and moved to bespoke premises in West Bowling, Bradford.

26 landscaping sites have been completed, involving 220 volunteers, including a volunteer day filmed by the BBC which was broadcast on Gardeners World in February 2007. Urban Works was also featured on ITV's challenge weekend in September 2006 working with staff and volunteers from several local firms.

Overall satisfaction rating: 17% Poor, 33% Good, **50% Fantastic**, (30% response rate).

Environmental education

Lower Fields BCEP continued to work with the children and teachers of Lower Fields primary to develop their grounds as outdoor classrooms. This included designing worksheets and resources to assist staff to use the outdoors in their lessons. It is planned to make these and the grounds available for other schools to use. Preparation began towards the launch of the Lower Fields Outdoor Activity Centre as a thank you to partners and to highlight it to interested groups. The school is looking to establish itself as a centre for environmental education - where the positive benefits of the outdoors are seen across the curriculum. Facilities include outdoor class rooms, horticultural areas, wildflower meadows, orchard, pond, an orienteering course, a wildlife area, a nature trail and a geology trail. The team also assisted with a host of supporting activities.

Gardening club went from strength to strength with a new enthusiastic influx of year 3s at the start of the year and four prizes at the West Yorkshire Organic Growers show. Their bumper pumpkin crop was sold at a MacMillan coffee morning to raise cash for seeds.

Overall satisfaction rating: **100% Fantastic**, (100% response rate).

Directors Report (continued)

Achievements and Performance (continued)

Sustainable Futures continued to prove extremely popular through its final months of implementation. The tailor made participative creative sessions offered explored environmental issues from bio-diversity, recycling, food miles and local food production to global footprints, transport options and energy efficiency. Through the last few months of the programme, 126 clients from 6 organisations accessed the service. Best practice from the scheme was captured through a review and summary of the programme that inputted to the Department for Education and Schools, Sustainable Schools Consultation.

Healthy eating awareness and support

Food Links Network (FLINT) continued to support community greengrocers (Food Co-ops) with training, equipment, support and the 5-A-Day message through 82 Cook and Eat sessions and 15 healthy eating events. The wholesale market service provided regular and one off deliveries to ten groups amounting to £22,834 worth of fruit and vegetables.

Overall satisfaction rating: 67% Good, **33% Fantastic**, (43% response rate).

Health through Food provided regular weekly gardening sessions with three Manningham schools on the Scotchman Allotments plus a special project bringing together children from two other schools through the Schools Linking project. This project was featured in a DVD, highlighting the joy of children from different backgrounds working together growing their own food. This work culminated in our allotment celebration day, where children showed off their achievements and enjoyed a wide range of activities from singing and percussion with Kala Sangam to scrap play with APE - as well as some serious healthy eating of what they had grown.

The third Manningham in Bloom competition blossomed again with 29 entries and a truly multicultural celebration, topped by a fabulous show from one of the winners, world famous magician Shahid Malik. It also gave us chance to celebrate BCEP's 10th birthday. Container planting workshops based in local schools proved popular.

Partnership work was undertaken with Artworks, Kala Sangam and Bradford Apple Group, as well as Schools Linking. Also, a joint project was undertaken with the Health Authority, working with medical students and local school children, to create a demonstration healthy eating garden outside Westbourne Health Centre.

Overall satisfaction rating: **100% Fantastic**, (33% response rate).

Gardening clubs

Sho Nirbhor progressed steadily with the return of the community worker from maternity cover. In addition to the two existing gardening groups, a new women's gardening group was just starting. Based around the Manningham extended schools cluster, mothers of children at local schools were invited to participate in weekly gardening sessions. The first sessions, before Easter, were held indoors, and proved very popular.

The groups have had a very good year for crops as the women took lots of fresh fruit and vegetables home. The women were proud to be the winner of the Best Produce award at the 2006 WYOG (West Yorkshire Organic Group) show for their pumpkin.

A measure of BCEP's standing was shown in October, when the Women's Environmental Network (WEN) invited us to host their annual Culture Kitchen event. This was the first time the event had

Directors Report (continued)

Achievements and Performance (continued)

Gardening clubs (continued)

been held outside London, and was a great success, with over 80 women food growers from all over the country coming together to share knowledge and stories, participate in workshops and visit the growing areas at the City Farm.

Lots of activities were organised throughout the winter period to continue the gardening momentum, from felt making, conservation sessions, willow weaving, dried flower arranging and container planting. A well-attended and popular regular walking group was set up, visiting local parks, woodlands and beauty spots no matter what the weather!

Overall satisfaction rating: 33% OK, **67% Fantastic**, (30% response rate).

Adventurous Play Experience (APE), despite a break in and the resultant leaky roof at the store at Eccleshill, continued to develop a number of different delivery methods and gain valuable feedback from it's 1362 young clients. 92 sessions of adventurous play using the bulky recycled items, gathered and made safe by the team, have been organised. A diverse store of recycled items has been amassed and prepared ready for future sessions and the scheme continues to gain presence and appeal within the district.

Overall satisfaction rating: 20% Good, **80% Fantastic**, (48% response rate).

Home safety awareness

The home safety awareness service was wound up at the end of September 2006 as Manningham Sure Start chose to take the service in house. Home visits, where a safety audit was carried out and recommendations made to households on possible safety improvements, continued to be popular, as was the free first aid kit that was left at each of the 62 homes visited.

During the first six months of the financial year the service provided home safety advice to 124 families and distributed £1,033 worth of subsidised home safety equipment. At the programme close £5,958 of equipment fund and stocks were returned to Manningham Sure Start.

Financial review

Against the backdrop of limited resources and insecurities over funding, it has continued to be difficult to plan or develop services. Nevertheless the charity, with the aid of sound financial management and the support of both its staff and volunteers generated a positive financial outcome for the period with a net increase in funds of £229,553 as compared with £27,531 in the previous year. Its success in obtaining new funds for 2007/08 from the Environment Partnership of Bradford Vision/Bradford Council and from City and Airedale Teaching Primary Care Trust, reflect the quality of services provided and will provide much needed additional resources.

Principal Funding Sources

The principal funding sources for the charity are currently by way of grant and contract income from Bradford Vision/Bradford Council Environment Partnership, the European Union and the Big Lottery Fund. The charity continues to secure funding from a wide group of agencies and trusts.

Directors Report (continued)

Financial review (continued)

Investment Policy

Aside from retaining a prudent amount of reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long term investment. Having considered the options available, the Board of Trustees has decided to invest the amount that it has available in the Ecology Building Society. Grants received in advance are deposited with a Co-operative Bank 14 day high interest account.

Reserves Policy

The Board of Trustees has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of expenditure. Budgeted expenditure for 2007/08 is £1,010,000 and therefore the target is £252,000 to £505,000 in general funds. The reserves are needed to meet the working capital requirements of the charity and the Board of Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding. Whilst total reserves stand at £333,855 a designation of £14,000 is restricted to meet commitments on co-financed projects and £27,500 to safeguard the charity's service commitment in the event of delays in receipt of grants or accrued legacies. The present level of reserves available to the charity of £292,355, of which £100,000 is reserved for the establishment of social enterprise which support the charity's aims and the balance therefore falls short of the target set by the Board of Trustees.

Approximated figures from SOFA

	Unrestricted	Restricted	Total
Fund balances carried over from last year	£90,000	£14,000	£104,000
Incoming resources	£1,225,000	£147,000	£1,372,000
Resources expended	£995,000	£147,000	£1,142,000
Net incoming resources	£230,000	£-	£230,000
Fund balances carried forward to next year	£320,000	£14,000	£334,000

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Plans are also being developed to establish BCEP's subsidiary Bradford Organics Composting Service (BOCS) a composting social enterprise; to establish a hard landscaping service to compliment its Urban Design Team and to establish a cycling promotion programme.

The charity will also continue to work towards Investors in People Status and PQASSO level 2.

Directors Report (continued)

Responsibilities of the Board of Trustees

Company law requires the Board of Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Board of Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the accounts and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Board of Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. The Board of Trustees is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the company's directors, we certify that:

- so far as we are aware, there is no relevant audit information of which the company's auditors are unaware; and
- as the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditor

Andrew S Parker were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

Approved by the Board of Trustees on October 8, 2007 and signed on its behalf by

Mark N Fisher (Chair)

Independent auditor's report to the members of Bradford Community Environment Project

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I have audited the accounts of Bradford Community Environment Project for the year ended March 31, 2007 which comprise of the statement of financial activities, the balance sheet and related notes. The accounts have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. My audit work has been undertaken so that I might state to the company's members those matters I am required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's members as a body, for my audit work, for this report, or for the opinion I have formed

Respective responsibilities of directors and auditor

As described on page 8, the charity's trustees, who are also the directors of Bradford Economic Environment Project, are responsible for the preparation of the accounts in accordance with applicable law and United Kingdom Accounting Standards. (United Kingdom Generally Accepted Accounting Practice).

My responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. I also report to you, if in my opinion, the Directors' Report is not consistent with the accounts, if the company has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by law regarding directors' remuneration and transactions with the company are not disclosed.

I read the Directors' Report and consider the implications for my report if I become aware of any apparent misstatements within it.

I am not required to consider whether the statement in the Directors' Report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

Basis of audit opinion

I conducted my audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the accounts and whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations, which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the accounts are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of the information in the accounts.

Independent auditor's report 10
to the members of Bradford Community Environment Project (continued)

Opinion

In my opinion the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at March 31, 2007 and of its incoming resources and application of resources, including its income and expenditure for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.

Report under Section 248 of the Companies Act 1985

In addition, I have examined the accounts of the charity and each of its subsidiaries for the year ended March 31, 2007.

Basis of opinion

The scope of my work for the purpose of this report was limited to confirming that the charity is entitled to the exemption from preparing group accounts.

Opinion

In my opinion the charity is entitled to the exemption from the requirement to prepare group accounts conferred by Section 248 of the Companies Act 1985.

Andrew S Parker
Chartered Accountant and Registered Auditor
2 Meadow Court
Allerton
Bradford
BD15 9JZ

October 8, 2007

Bradford Community Environment Project

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**Statement of Financial Activities (including Income and Expenditure Account)
for the year ended March 31, 2007**

	Unrestricted £	Restricted £	2007 £	2006 £
Incoming resources				
Incoming resources from generating funds:				
Donations	4,553	-	4,553	939
Bank interest received	8,699	-	8,699	4,379
Fees received	188,813	-	188,813	-
Incoming resources from charitable activities:				
Grants for projects – see schedule	<u>1,023,288</u>	<u>146,628</u>	<u>1,169,916</u>	<u>741,752</u>
Total incoming resources	<u>1,225,353</u>	<u>146,628</u>	<u>1,371,981</u>	<u>747,070</u>
Resources expended				
Charitable activities				
Interest payable	15	-	15	-
Projects – see schedule	<u>995,785</u>	<u>146,628</u>	<u>1,142,413</u>	<u>719,539</u>
Total resources expended	<u>995,800</u>	<u>146,628</u>	<u>1,142,428</u>	<u>719,539</u>
Net incoming resources				
- net income for the year	229,553	-	229,553	27,531
Total funds at April 1, 2006	<u>90,347</u>	<u>13,955</u>	<u>104,302</u>	<u>76,771</u>
Total funds at March 31, 2007	<u>319,900</u>	<u>13,955</u>	<u>333,855</u>	<u>104,302</u>

The income and expenditure account has been prepared on the basis that all the operations are continuing.

There were no gains or losses recognised in these accounts other than through the income and expenditure account.

Bradford Community Environment Project
Balance sheet as at March 31, 2007

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	Note	2007 £	2006 £
Fixed assets			
Tangible assets	8	5,450	7,266
Investments	9	<u>-</u>	<u>-</u>
		<u>5,450</u>	<u>7,266</u>
Current assets			
Other debtors		87,133	17,397
Prepaid expenses		1,821	31,342
Loan to subsidiary		32,359	-
Bank and cash		<u>284,818</u>	<u>190,569</u>
		406,131	239,308
Creditors: amounts due within one year	10	<u>77,726</u>	<u>142,272</u>
Net current assets		<u>328,405</u>	<u>97,036</u>
Net assets	11	<u>333,855</u>	<u>104,302</u>
Funds			
Unrestricted funds		319,900	90,347
Restricted funds		<u>13,955</u>	<u>13,955</u>
Total funds	12	<u>333,855</u>	<u>104,302</u>

The accounts have been prepared in accordance with the special provisions of Part V11 of the Companies Act 1985 applicable to small companies.

Approved by the board of directors on October 8, 2007
and signed on its behalf

Mark N Fisher

1. Status and scope

Bradford Community Environment Project is a company limited by guarantee without a share capital. The members of the company have each guaranteed its liabilities up to £1.

2. Accounting policies

2.1 Basis of preparation

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

The company is exempt from the requirement to prepare group accounts by virtue of Section 248 of the Companies Act 1985. These accounts therefore present information about the company as an individual undertaking and not about its group.

2.2 Incoming resources

Income from grants and donations, including capital grants, are included in incoming resources when receivable.

Where grant income for a specific project has not been spent at the year end the balance is deferred to the next accounting period to match against the relevant expenditure.

2.3 Resources expended

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT that cannot be recovered.

Certain expenditure is attributable to specific projects and has been included in those cost categories. Certain other costs including governance costs, which are attributable to more than one project, are apportioned across cost categories on the basis of an agreed percentage at the time the project applications are submitted.

2.4 Tangible fixed assets and depreciation

Fixed assets are included at cost less depreciation. Depreciation is provided to write off the cost or valuation, less estimated residual values, of all fixed assets over their expected useful lives, as follows:

Equipment - 25% reducing balance basis

Furniture and fittings - 20% reducing balance basis

Where fixed assets are funded by grant income, the assets are written off in the period in which the grant is received.

2.5 Interest receivable

Interest is included when receivable by the charity.

2.6 Fund accounting

Funds held by the charity are either:

Unrestricted funds – these are funds that can be used in accordance with the charitable objectives at the discretion of the directors.

Restricted funds – these are funds that can only be used for particular restrictive purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Bradford Community Environment Project

Notes to the accounts at March 31, 2007

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2.7 Pension

The company operates a stakeholder pension scheme for its employees. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

3. Net incoming resources

	2007 £	2006 £
The net incoming resources are stated after charging:		
Depreciation	1,816	2,422
Directors' emoluments	-	-
Auditor's remuneration	<u>3,500</u>	<u>2,820</u>

4. Total resources expended

	Basis of Allocation	Urban works & design £	School projects £	Community healthy lifestyle projects £	2007 £	2006 £
Direct project costs	direct	534,210	13,385	48,556	596,151	320,477
Staff costs	staff time	356,213	58,699	85,288	500,200	350,617
Overhead costs	agreed %	<u>35,222</u>	<u>5,313</u>	<u>5,527</u>	<u>46,062</u>	<u>48,445</u>
		<u>925,645</u>	<u>77,397</u>	<u>139,371</u>	<u>1,142,413</u>	<u>719,539</u>

5. Staff costs and directors remuneration

	2007 £	2006 £
Wages and salaries	463,340	323,174
Social security costs	<u>36,860</u>	<u>27,443</u>
	<u>500,200</u>	<u>350,617</u>

No employees earned more than £60,000 per annum (2006 - £Nil)

No directors received any remuneration or were paid any expenses during the year.

6. Number of employees

The average number of full-time equivalent employees during the year was made up as follows:

	2007 No	2006 No
Project workers	21	20
Administration	<u>2</u>	<u>1</u>
	<u>23</u>	<u>21</u>

7. Taxation

The charity has no liability to taxation.

Bradford Community Environment Project
Notes to the accounts at March 31, 2007

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8. Fixed assets

	Equipment and fittings £	Furniture £	Total £
Cost:			
At April 1, 2006	19,968	3,983	23,951
Additions	<u>-</u>	<u>-</u>	<u>-</u>
At March 31, 2007	<u>19,968</u>	<u>3,983</u>	<u>23,951</u>
Depreciation:			
At April 1, 2006	14,398	2,287	16,685
Charge for the year	<u>1,392</u>	<u>424</u>	<u>1,816</u>
At March 31, 2007	<u>15,790</u>	<u>2,711</u>	<u>18,501</u>
Net book value:			
At March 31, 2007	<u>4,178</u>	<u>1,272</u>	<u>5,450</u>
At April 1, 2006	<u>5,570</u>	<u>1,696</u>	<u>7,266</u>

9. Investments

The charity is the sole member of Bradford Organics Composting Service (formerly Bradford Organics Collection Scheme). Bradford Organics Composting Service is a single member private limited company. Bradford Community Environment Project has agreed to guarantee its liabilities up to £1.

The principal activities of Bradford Organics Composting Service are to capture and compost organic waste, to produce soil improvers and to provide community-based services for the benefit of the local community in and around the City of Bradford. Bradford Organics Composting Service was incorporated in England and Wales.

Bradford Organics Composting Service made a surplus of £279,729 for the period ended March 31, 2007 and the net assets were £275,297 at March 31, 2007.

	2007 £	2006 £
10. Creditors: amounts falling due within one year		
Other creditors	15,901	113,386
Accruals	<u>61,825</u>	<u>28,886</u>
	<u>77,726</u>	<u>142,272</u>

11. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total £
Tangible fixed assets	5,450	-	5,450
Current assets	391,616	14,515	406,131
Creditors: due within one year	<u>(77,166)</u>	<u>(560)</u>	<u>(77,726)</u>
	<u>319,900</u>	<u>13,955</u>	<u>333,855</u>

**Bradford Community Environment Project
Notes to the accounts at March 31, 2007**

12. Movements in funds

	At April 1 2006	Incoming Resources	Outgoing Resources	At March 31 2007
Restricted funds:				
Projects	<u>13,955</u>	<u>146,628</u>	<u>146,628</u>	<u>13,955</u>
Unrestricted funds:				
Projects	<u>90,347</u>	<u>1,225,353</u>	<u>995,800</u>	<u>319,900</u>
Total funds	<u>104,302</u>	<u>1,371,981</u>	<u>1,142,428</u>	<u>333,855</u>

Purposes of restricted funds

These relate to funds received that will be applied to projects that will be completed in the year ended March 31, 2008.