

Charity Registration No. 277143  
Company Registration No. 1396494 (England and Wales)

RESPONSE COMMUNITY PROJECTS(EARLS COURT)LIMITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2008

Response Community Projects (Earls Court) Limited  
(A Company Limited by Guarantee)

Legal and Administrative Information

<b>Status</b>	The organisation is a charitable company limited by guarantee, incorporated on 27th October 1978 and registered as a charity on the 24th January 1979
<b>Directors/Trustees</b>	Mr Charles Ofulue - Chair Mrs Iffat Hasan - Vice Chair Ms Panahiota Atta Ms Sonia O'Hanlon Ms Christine Henry Mr Alex Davies Ms Sharma Rahman (appointed) Mr Peter Costello (appointed) Ms Rebecca Emerson Keiler (appointed)
<b>Secretary</b>	Ms Christine Henry
<b>Charity Number</b>	277143
<b>Company Number</b>	1396494
<b>Registered Office and Principal Address</b>	300 Old Brompton Road London SW5 9JF
<b>Auditors</b>	GMAK Services Limited Chartered Accountants and Registered Auditor Flat 1,26 Lansdowne Walk London W11 3LL
<b>Bankers</b>	Lloyds Bank TSB pic Earl's Court Branch 179 Earl's Court Road London SW5 9RE  CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ

# **Response Community Projects (Earls Court) Limited**

## **Report of the Directors**

### **The Directors present their Report and the Audited Financial Statements for the Year Ended 31st March 2008**

## **Operating Review 2007-2008**

### **Structure, Governance and Management**

#### **Governing Document**

Response Community Projects (Earls Court) Limited ("Response") is a company limited by guarantee incorporated in England & Wales governed by its Memorandum and Articles of Association dated 27 October 1978 (as amended). It is a registered charity. An annual fee of £8 is chargeable to ordinary members (who must live, study or work within the area of Earls Court) or honorary members, with concessions for senior citizens, students and the unwaged. Response's membership is currently 8 members (2007= 8). Members are bound to contribute £1 each in the event of the charity winding up.

#### **Appointment of Trustees**

Under the Articles of Association the trustees (who must be members of Response) are elected by the members at the Annual General Meeting. The trustees are by law also directors of the company and are known as the Council of Management ("CoM") of Response. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM. The CoM may co-opt trustees during the year, who must be elected by the members at the next succeeding AGM. When considering co-opting trustees, the CoM has regard to the requirements of any specialist skills needed. For example, Mrs Christine Henry is a retired school teacher who joined the CoM to assist with development of the Computer and Homework Club and Mr Charles Ofulue is a lawyer who joined the CoM to assist with legal questions particularly in relation to Employment Law. One-third of the CoM retires annually and is entitled to stand for re-election annually. Failure to attend three meetings of the CoM consecutively is deemed to constitute as resignation from the CoM. The members of the CoM elect the Chair.

#### **Trustee Induction and Training**

New trustees are invited to attend meetings of the CoM as observers prior to their appointment so that they become familiar with the decision-making of Response. They will receive an induction pack of the Memorandum and Articles of Association and the last annual report of Response and copies of current interim financial statements. They are introduced to all employees of Response.

They are briefed by the Chair and other trustee's, as to their obligations as a trustee of a charity and director of a company. Attention is drawn particularly to the website of the Charity Commissioners and the "Directors and Secretaries Guide", that is available at the

website of Companies House for further information on the duties of trustees and directors. All new trustees are specifically briefed on potential Conflicts of Interest, which are dealt with in section 35 of the Articles of Association.

### **Organisation**

The CoM, which may have up to 11 members, administers Response. It meets normally on a monthly basis. The CoM appoints employees on a full or part-time basis to manage the day-to-day operations of Response. At present, Response employs under the funding for the Equal Access Project ("EAP") one full-time and one part-time employee and under the funding for the Computer and Homework Club ("CHC") three part-time employees. The charity supports its premises and financial matters through a part-time Premises Manager and a Consultant Management Accountant.

### **Related Parties**

The charity has a close relationship with RBKC who have provided an annual core operating grant as well as, from time to time, grants related to specific projects, details of which are set out in Note (2) to the financial statements. The charity's activities support initiatives of RBKC to assist socially disadvantaged residents in the Earls Court area and youth, health, welfare and cultural objectives of RBKC in so far as these are to be delivered in collaboration with the voluntary sector. The charity has received substantial funding from the Big Lottery Fund for the EAP since 2003 in relation to similar objectives (see Achievements and Performance). During 2005-6 the charity was awarded significant funding by City Bridge Trust to support the EAP in parallel to the Big Lottery Fund. The charity is subject to monitoring of its activities by all major funding organisations.

During 2007-8 the charity did not enter into any transaction with any of its members or members of the CoM.

### **Risk Management**

The CoM regularly reviews the risks, which it faces operationally and financially. A detailed Health and Safety Inspection is undertaken quarterly and compliance reviewed by the CoM. The CoM believes that the charity is in compliance with all applicable Health and Safety regulation. In particular, fire safety equipment is checked regularly and a premises evacuation practised at least annually.

The CoM has an approved written Financial Operating Guideline covering best practice in paying suppliers, managing cash and back-up of key financial files off-premises, hi common with many voluntary sector bodies, the charity depends upon being able to attract funds from statutory bodies, charitable foundations, the business community and individuals and recognises that these funds cannot be guaranteed.

The charity has employed a part-time Premises Manager with effect from September 2006 and the CoM expects this action to lead to a reduction in operating risks facing the charity.

## **Objectives and Activities**

The objects for which Response is established are to promote any charitable purposes for the benefit of the community in Earls Court and to overcome social isolation in Earl's Court and RBKC and encourage people to reach their potential including to:

- Empower and enable users by improving skills and access to employment through educational courses and drop in sessions.
- Provide opportunities for access to social and cultural events organized by Response.
- Provide a warm, beneficial environment for children attending Computer and Homework Club.
- Improve volunteering opportunities.

People Response aim to reach include:

- Older people living alone or in sheltered accommodation.
- People with disabilities.
- Refugees, asylum seekers, migrants (including those in oppressive situations).
- People on low income or unemployed.
- Children, particularly those of the above.

## **Achievements and Performance**

Present activities include:

Structured courses/activities, supervised sessions

1. Computer courses for
  - Refugees and asylum seekers
  - Older people
  - Returners to work/those seeking employment
  - Those in domestically or sexually oppressive situations

(From a basic introduction, pre European Computer Driving License (ECDL) and more specialist Photoshop/Digital Imaging courses).

2. Supervised computer "drop in" sessions (Mon - Sat) including an Arabic language computer.
3. English conversation classes for speakers of other languages (basic to intermediate).
4. English for Speakers of Other Languages (ESOL) classes
  - For citizens of new accession countries, refugees and asylum seekers
  - \* For people of uncertain states ESOL/IT classes.
5. Yoga classes for
  - Older people
  - For under 30s
  - Seated Yoga for people with disabilities
  - Body balance

6. Computer and Homework Club (8 -16 year olds attendance approx 32) most of whom have a mother tongue other than English. Response also aims to engage the parents of the children to all its activities.
7. Meeting room (at low cost) for self help groups (4 Alcoholic Anonymous, 3 Narcotic Anonymous groups), Space KC youth project.
8. Low cost fax, printing and photocopying for the local community or groups.
9. Hosting small nascent organisations e.g. Albanian Community in the UK.
10. Facilitating the Earl's Court Festival.
11. Working with St Cuthberts to organize Christmas dinners, one for the elderly, and one on Christmas Day for the homeless.
12. Social activities for older people e.g. theatre visits, line dancing.
13. Develop work with partners e.g. Action Disability K&C, Space KC, Princess Beatrice Hostel, Westway Development Trust etc.
14. Providing volunteering opportunities at Response to above groups.
15. Production of community newspaper by volunteers.

Response has been able to fund raise for and provide the above services within its set budget. Activities are monitored using take up, progression and evaluation forms. A recent independent evaluation concluded that Response has met its initial objectives in the provision of services. Response has also achieved a Quality in Study Support charter mark for its project with children.

### **Financial Review**

During 2005-6 the original Big Lottery Fund 3-year grant for the Equal Access Project came to an end. Response successfully applied for a 3-year renewal of the funding for a lower percentage of the total costs forecast 2005-8 with the balance of the funding for the project provided by a new grant committed by City Bridge Trust. The first instalments of the new funding were received in the final quarter of 2005-6.

Fund-raising for the Computer and Homework Club was particularly successful, with new funding received from BBC Children in Need, the Third Feathers Association, and John Lyons for 07/08. This permitted an expansion of the activities of the Computer and Homework Club.

For the period 2007-8 the charities core funding was £36,228, reflecting a review of RBKC's funding priorities towards the voluntary sector. For the next succeeding period

2008-2009 RBKC again reviewed its funding policy towards the voluntary sector so we have applied for core funding which also incorporates funding for a part-time premises Manager's post and for the engagement of a Consultant Accountant.

The terms of the lease of Response's premises was renewed, following an extensive negotiation. The rent was increased from £16,000 to £17,000 per annum. The obligation to provide guarantors for the lease was removed and replaced with a deposit £8,500 paid for from Response's Unrestricted Reserves.

The CoM focuses its efforts on fund-raising for the Equal Access Project and Computer and Homework Club in addition to maintaining its core operating grant; it delegates fund raising for the Earls Court Festival and the Response community newspaper, to volunteers in these projects, but reserves the right to charge an overhead to these projects, to cover use of the charity's facilities.

The charity's income for the year increased to £242,304 (2007 £192,415) whilst expenditure increased to £254,910 (2007 £216,113) resulting in a deficit of £ (12,606) (2007 deficit £(23,698)). The year-end reserves totalled £104,623 (2007 £117,229) of which £46,477 was unrestricted and £58,146 restricted.

### **Investment Powers and Policy**

Under the Articles of Association, the CoM may invest the charity's funds in any lawful manner the trustees see fit. The trustees' policy is to invest funds that are surplus to current operating and liquidity requirements in a COIF Charities Deposit Fund account.

### **Reserves Policy**

The Trustees consider that it is their responsibility to have a minimum reserve of at least three months of running cost to ensure an adequate safety margin for the operation of the Charity and for any statutory contractual liabilities. The Trustees keep these reserves under review annually. The total unrestricted reserve as at 31 March 08 is £46,477 and the restricted reserve is £58,146.

The CoM has conducted a review of Restricted Funding arrangements to ensure that Unrestricted Reserves may benefit to the maximum extent possible from release of grants at the end of any relevant period of restriction. Cost containment and fund-raising from new and commercial sources are being targeted by the CoM.

### **Plans for Future Periods**

Response plans to continue to operate the Computer and Homework Club for four days a week, subject to satisfactory funding being raised, and to implement the planned activities of the Equal Access Project for the period of its committed funding until November 2008. There are Funding applications in process to replace Equal Access Project Funding.

The CoM is constantly seeking to maximize the use of Response's premises by seeking to include new voluntary groups alongside the established user groups such as Alcoholics

Anonymous and Narcotics Anonymous.

The CoM will continue to seek new funding sources for its activities and premises.

### **Responsibilities of the Directors**

Company law requires the directors 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 balance sheet date and of its surplus or deficit of the company for that financial year, in preparing those financial statements, the directors are required to

1. Select suitable accounting policies and then apply them consistently.
2. Make judgements and estimates that are reasonable and prudent.
3. State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departure disclosed and explained in the financial statements.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue to operate.

The directors 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 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Auditors**

GMAK Services Ltd are the auditors to the company and at the forthcoming Annual General Meeting the directors will propose a motion to re-appoint them.

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware.

They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

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.

By order of the Council of Management



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**Charles Ofulue**  
**Honorary Chair & Director**



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**Alex Davies**  
**Honorary Treasurer & Director**

**RESPONSE COMMUNITY PROJECTS (EARLS COURT) LIMITED**  
**(A company limited by guarantee)**  
**INDEPENDENT AUDITORS' REPORT**  
**TO THE MEMBERS OF RESPONSE COMMUNITY PROJECTS (EARLS COURT) LIMITED**

We have audited the financial statements of Response Community Projects (Earls Court) Limited for the year ended 31 March 2008 set out on pages 8 to 14. These financial statements have been prepared under the historical cost convention and the accounting policies set out on page 10 and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Company's Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume any responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report or for the opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF THE DIRECTORS/TRUSTEES AND AUDITORS**

As described on page 6 on the directors' report, the company's directors/trustees are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the financial statements in accordance with the relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you, whether in our opinion, the directors' report is not consistent with the financial statements. In addition we report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.

**BASIS OF AUDIT OPINION**

We conducted our 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 financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

In common with many other charitable organisations, the organisation is partially dependent on periodic grant awards to ensure its continuation as a going concern. There is no reason to suppose that these will not continue but in view of the significance of this general uncertainty, we consider that it should be drawn to your attention, but we do not qualify our report in this respect.

**OPINION**

In our opinion:

\*the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the company's affairs at 31 st March 2008 and of its incoming resources and application of resources, including its income and expenditure for the year then ended; and

\*the financial statements have been properly prepared in accordance with the the Companies Act 1985; and

\*the information given in the directors' report is consistent with the financial statements.

*GMAK Services Ltd*  
GMAK Services Limited  
Chartered Accountants and Registered Auditors  
Flat 1, 26 Lansdowne Walk  
London W11 3LL

*29 Jan. 2009*

Response Community Projects (Earls Court) Limited

Statement of Financial Activities for the year ended 31st March 2008  
(including income and expenditure account)

	Note	31st March 2008			31st March 2007		
		Unrestricted Funds £	Restricted Funds £	Total £	Unrestricted Funds £	Restricted Funds £	Total £
<b>Incoming Resources</b>							
Activities to further the charity's objects:							
Grants and Other Income		150	190,867	191,017	0	140,396	140,396
Grants RBKC-Core		36,228	0	36,228	35,000	0	35,000
Activities Generating Funds:							
Bookshop Takings etc		2,161	0	2,161	2,103	0	2,103
Meeting Room		10,304	0	10,304	12,393	0	12,393
Other Income:							
Interest Received		2,594	0	2,594	2,523	0	2,523
<b>Total Incoming Resources</b>	<b>2</b>	<b>51,437</b>	<b>190,867</b>	<b>242,304</b>	<b>52,019</b>	<b>140,396</b>	<b>192,415</b>
<b>Resources Expended</b>							
Direct Charitable Expenditure		32,199	220,348	252,547	46,125	166,888	213,013
Fundraising and Publicity		0	0	0	0	0	0
Governance		2,363	0	2,363	3,100	0	3,100
<b>Total Resources Expended</b>	<b>3</b>	<b>34,562</b>	<b>220,348</b>	<b>254,910</b>	<b>49,225</b>	<b>166,888</b>	<b>216,113</b>
Net Movement in funds		16,875	-29,481	-12,606	2,794	-26,492	-23,698
Transfer of Funds		6,869	-6,869	0	7,245	-7,245	0
Funds at 1st April 2007		22,733	94,496	117,229	12,694	128,233	140,927
<b>Funds at 31st March 2008</b>	<b>9</b>	<b>46,477</b>	<b>58,146</b>	<b>104,623</b>	<b>22,733</b>	<b>94,496</b>	<b>117,229</b>

Movements on reserves and all recognised gains and losses are shown above. All incoming resources and resources expended derive from continuing activities.

As a registered charity the company is not normally liable to either Corporation Tax or Capital Gains Tax.

The attached notes form part of the financial statements and should be read in conjunction therewith.

Response Community Projects (Earls Court) Limited

Balance Sheet as at 31st March 2008

		31st March 2008		31st March 2007	
	Note	£	£	£	£
Fixed Assets					
Tangible Assets	5		33,165		51,597
Current Assets					
Debtors	7	14,135		6,284	
Cash at bank and in hand		<u>64,653</u>		73,641	
		78,788		79,925	
Creditors - amounts falling due within one year	8	<u>7,330</u>		<u>14,293</u>	
Net Current Assets			<u>71,458</u>		65,632
Total Assets Less Current Liabilities			104,623		117,229
Represented By					
Unrestricted Funds	9		46,477		22,733
Restricted Funds	9		58,146		94,496
			<u>104,623</u>		<u>117,229</u>

These accounts are prepared in accordance with the special provisions of part VII of the Companies Act 1985 relating to small entities.

Financial Statements approved by the Council of Management  
and signed on its behalf on by:-

Olayinka Davies - member of the Council of Management

The attached notes form part of the financial statements and should be read in conjunction herewith.

Response Community Projects (Earls Court) Limited

Notes to the Financial Statements for the year ended 31st March 2008

1) Accounting Policies

- a) The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005 and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Companies Act 1985.
- b) Grants, both revenue and capital, are recognised in full in the Statement of Financial Activities when they are receivable.
- c) Incoming Resources from the bookshop, meeting room and sundry items are included when received.
- d) Resources expended are recognised in the period to which they are incurred inclusive of irrecoverable VAT and are allocated to the particular activity to which the cost relates.
- e) Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life on the straight line method as follows:-

Office, IT and Newspaper Equipment	25%
Fixtures and Improvements	10%

Fixed Assets are capitalised where the individual purchase price exceeds £1,000.

Rentals paid under operating leases are charged to income on a straight-line basis over the lease term.

- g) Unrestricted funds are incoming funds receivable as generated for the objects of the charity without further specified purpose and are available as general funds.
- h) Restricted funds are to be used for purposes specified by the donor. Expenditure which meets these criteria is charged to the fund.

2) Total Incoming Resources

	Core	Equal Access Project	Computer & Homework Club	Earl's Court Festival	Other	Total 2008	Total 2007
	£	£	£	£	£	£	£
Big Lottery Fund-EAPII 2006-2009	0	62,625	0	0	0	62,625	61,140
Bridge House Trust	0	38,000	0	0	0	38,000	7,500
The Feathers Association	0	0	15,000	0	0	15,000	0
BBC Children in Need	0	0	7,627	0	0	7,627	7,043
Course Income	0	0	0	0	0	0	1,785
Community Foundation	0	0	0	0	0	0	1,950
Campden Charities	0	0	0	0	0	0	2,000
John Lyon	0	0	11,000	0	0	11,000	0
Hilden Trust	0	0	5,000	0	0	5,000	500
Westway Sports Grant	0	0	250	0	500	750	0
Juice Fund	0	0	0	0	0	0	124
Donations	0	0	191	0	0	191	73
RBKC - Education and Libraries	0	0	0	0	0	0	1,500
Earl's Court Olympia	0	0	500	0	0	500	500
Peabody Trust	0	0	7,000	0	0	7,000	0
Marshall Arts	0	0	0	0	0	0	1,000
Earl's Court Festival	0	0	0	23,875	0	23,875	40,357
Christmas Dinner	0	0	0	0	1,050	1,050	2,774
RBKC-Core	0	0	0	0	36,228	36,228	35,000
RBKC-Project	0	-861	17,700	910	500	18,249	12,150
Bookshop Takings	0	0	0	0	2,311	2,311	2,103
Meeting Room	0	0	0	0	10,304	10,304	12,393
Interest Received	0	0	0	0	2,594	2,594	2,523
<b>Total Incoming Resources</b>	<b>0</b>	<b>99,764</b>	<b>64,268</b>	<b>24,785</b>	<b>53,487</b>	<b>242,304</b>	<b>192,415</b>

## 3) Total Resources Expended

	Basis of allocation	Core	Equal Access Project	Computer & Homework Club	Earl's Court Festival	Other	Governance	Total 2008	Total 2007
	£	£	£	£	£	£	£	£	£
Costs directly allocated to activities									
Salaries and national insurance	Direct	12,725	45,011	40,703	11,334	0	0	109,773	100,080
Direct Costs on Specific Projects	Direct	0	30,136	8,670	23,464	3,216	0	65,486	48,576
Accountancy Fee	Direct	13,464	1,200	0	1,200	0	0	15,864	16,821
Support costs allocated to activities									
Training	Direct	0	0	0	0	0	0	0	140
Rent and Rates	Direct	17,683	0	0	0	0	0	17,683	17,037
Light and Heat	Direct	2,846	0	0	0	0	0	2,846	2,784
Telephone and Internet Charges	Direct	4,018	0	0	0	0	0	4,018	3,207
Printing, Stationery and Advertising	Direct	4,004	0	0	0	0	0	4,004	2,330
Insurance	Direct	9,333	0	0	0	0	0	9,333	9,602
Cleaning	Direct	1,062	0	0	0	0	0	1,062	993
Repairs and Maintenance	Direct	1,907	0	0	0	0	0	1,907	1,569
Building Alarm	Direct	1,419	0	0	0	0	0	1,419	1,381
Travel	Direct	101	0	0	0	0	0	101	38
Subscriptions and Publications	Direct	70	0	0	0	0	0	70	145
Repairs, Maintenance and Replacement of Equipment	Direct	813	0	0	0	0	0	813	737
Drop-in-Cafe	Direct	578	0	0	0	0	0	578	223
Volunteers' Expenses	Direct	0	0	0	0	0	0	0	849
Sundry Expenses	Direct	-844	0	0	0	0	0	-844	585
Auditor's Remuneration - Audit Services	Direct	0	0	0	0	0	2,335	2,335	3,100
Bank Charges	Direct	0	0	0	0	0	30	30	0
Depreciation	Direct	0	0	0	0	18,432	0	18,432	5,916
Overhead Allocation	Usage/Income	-36,984	26,088	9,896	1,000	0	0	0	0
Total Resources Expended		32,195	102,435	59,269	36,998	21,648	2,365	254,910	216,113

Response Community Projects (Earls Court) Limited

Notes to the Financial Statements for the year ended 31st March 2008

	Main Charity	Computer & Homework Club	Equal Access Project	Other Projects	Total 2008	Total 2007
	£	£	£	£	£	£
<b>Salaries</b>						
Gross salaries	12,725	39,579	44,090	11,334	99,975	92,890
Employer's National Insurance	0	0	0	0	7,753	6,701
Training	0	5	15	0	20	0
Pension	0	1,119	906	0	2,025	489
	12,725	40,703	45,011	11,334	109,773	100,080

	Number of Employees	
	2008	2007
The average number of (full-time equivalent) employees during the year was:		
Direct Charitable	3	3
Administration	1	1
	4	4

The company made contributions to defined contribution pension schemes for the year of £2,025 (2007 = £1,828).

No employee received remuneration of more than £60,000 (2007 = none).

No director received any remuneration. Directors received £213.85 (2007 = £33) reimbursement for expenses incurred in attending Council of Management Meetings.

5) Tangible Fixed Assets	Office Equipment	Fixtures Improvem'ts	IT Project Equipment	Newspaper Equipment	2008	2007
	£	£	£	£	£	£
Cost 1st April 2007	31,495	143,794	26,871	270	202,430	202,430
Additions in year	0	0	0	0	0	0
Disposals	0	0	0	0	0	0
Cost 31st March 2008	31,495	143,794	26,871	270	202,430	202,430
Depreciation 1st April 2007	30,671	93,023	26,870	269	150,833	144,917
Charge for year	824	17,606	1	1	18,432	5,916
Disposals	0	0	(3)	0	0	0
Depreciation 31 st March 2008	31,495	110,629	26,871	270	169,265	150,833
Net Book Value - 31st March 2008	0	33,165	0	0	33,165	51,597
Net Book Value - 31st March 2007	824	50,771	1	1	51,597	57,513

6) **Stock**  
The stock of books has been valued at £Nil (2007 = £Nil)

#	2008	2007
	£	£
7) <b>Debtors</b>		
Other Debtors	1,285	2,284
Rent Deposit	8,500	0
Prepayments	4,350	4,000
	14,135	6,284

8) <b>Creditors-amounts failing due within one year</b>	2008	2007
	£	£
Grants received in advance	3,050	9,013
Other Creditors	0	330
Accruals	4,280	4,950
	7,330	14,293

## Response Community Projects (Earls Court) Limited

### Notes to the Financial Statements for the year ended 31st March 2008

9) <b>Funds</b>	<b>2008</b>	<b>2007</b>
	£	£
<b>Unrestricted Funds</b>		
General Funds	<u>46,477</u>	<u>22,733</u>

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	<b>Balance</b>	<b>Movements in Year</b>		<b>Transfer of</b>	<b>Balance</b>
	<b>01/4/07</b>	<b>Incoming</b>	<b>Outgoing</b>		
	£	£	£	£	£
<b>Restricted Funds</b>					
Capital Projects	51,595	0	18,430	0	33,165
Equal Access Project	20,488	99,764	102,435	-6,869	10,948
Computer and Homework Club	7,282	64,268	59,269	0	12,281
Newspaper Fund	2,280	0	1,099	0	1,181
Christmas Dinners	365	2,050	2,117	0	298
Earl's Court Festival	12,486	24,785	36,998	0	273
	<u>94,496</u>	<u>190,867</u>	<u>220,348</u>	<u>-6,869</u>	<u>58,146</u>

The main restricted funds are as follows:

**Capital Projects:** comprises grants originally received to fund the purchase of fixed assets after having deducted the cumulative annual depreciation on the related capital expenditure.

**Equal Access Project:** the project provides computer and English courses, art workshops, social and cultural events, health related activities and other initiatives for adults in the local area. Funding was received during the year from the Big Lottery Fund and Bridge House Trust.

**Computer and Homework Club:** the club provides a suitably equipped, safe, secure and welcoming (alternative) learning environment for local 8 to 16 year old children coming from diverse cultural backgrounds in the locality. It was funded by BBC Children in Need, Campden Charities and RB of Kensington & Chelsea during the year.

**Earl's Court Festival:** the aim of the festival is to engender a sense of belonging to the local community, which is exceptional in its diversity, through music, art and participatory events. It is funded by numerous grants, donations and other contributions.

10) <b>Analysis of Net Assets between Funds</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>2008</b>
	£	£	£
Funds Balances at 31st March 2008 are represented by:			
Fixed Assets	0	33,165	33,165
Current Assets	53,807	24,981	78,788
Current Liabilities	<u>-7,330</u>	<u>0</u>	<u>-7,330</u>
	<u>46,477</u>	<u>58,146</u>	<u>104,623</u>

#### 11) Leases

In September 2002, the company entered into a five-year lease on its premises, with a rent review after three years.

The annual rent following the rent review was agreed at £16,000. Two members of the Council of Management, Ms. Atta and Mrs. Hasan, and one member of Response Community Project (Earls Court) Limited, Ms Jennifer Ware, had guaranteed on a joint and several basis, all of the company's obligations under the lease including minimum

rent payments of £8,000 payable over the period from 31st March 2007 to the expiry of the lease in September 2007.

Following the expiry of the lease on the 29th September 2007, Response has entered into a new lease for 5 Years with an annual rent of £17,000 paid quarterly in advance, with two quarter's rent as deposit, instead of the personal guarantee given by the trustees in the past.

#### 12) Gifts other than in Cash

The following have not been included in the financial statements and, unless otherwise stated, are not easily quantifiable:

- Food was donated for the Christmas dinners.
- All books for sale have been donated.
- The CLIKC On-Line project made available to Response in 2003 sixteen computers, three lap-top computers, two printers and a projector for use in the project. Following the conclusion of the period of CLIKC funding, the equipment became the property of the Company, which undertakes its maintenance and is responsible for its insurance. The equipment is fully depreciated in these financial statements.