



At Burton Bradstock, Dorset
and Bradwell on Sea, Essex

**Annual Report
and
Financial Statements
for the year ended
31st March 2011**

**Registered Charity
no. 277843**

REGISTERED OFFICE

The registered office of the Community is
Othona Community House
Coast Road
Burton Bradstock, Bridport, Dorset, DT6 4RN

TRUST DEED

The Community is governed by a
Trust Deed dated 23 June 2008

TRUSTEES

Mr Rupert Bragg	appointed January 2009
Ms Louise Heatley	appointed January 2008
Dr Janet Marshall	appointed February 1996 (*Jan 2006)
Revd Sheila Maxey (chair)	appointed November 2003 (*Nov 2010)
Mr Philip Melling	appointed September 2009
Ms Frances Jones	appointed January 2011
Ms Patricia Price-Tomes	appointed May 2006
Mrs Alison Tebbs	appointed March 2010
Mr John Watters	appointed January 2009
Revd Robert Whorton	appointed April 2008
* Date of latest reappointment	

OFFICERS

Community Secretary:	Ruth Bull
Community Treasurer:	Stephen Mortimer
Auditors	Tiffin Green Chartered Certified Accountants Brentwood, Essex
Bankers	Barclays Bank PLC Charities Official Investment Fund Epworth Investment Management Ltd
Solicitors	Hunt and Hunt of Romford, Essex

The Othona Community is glad to have the following patrons:

Rt. Revd Laurie Green, Bishop of Bradwell (until January 2011)
Dr Janet Marshall
Rt. Revd Thomas McMahon, Bishop of Brentwood
Revd Dr Frances M Young OBE
Rt. Revd Stephen Cottrell, Bishop of Chelmsford (from January 2011)
Mr Michael Morpurgo, (from March 2011)

The Annual Report of the Othona Community **for the year ending 31st March 2011**

Statement of Trustees responsibilities

The trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- e) 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They 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. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. The trustees confirm that so far as they are aware, there is no relevant audit information of which the charity's auditors are unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Mission, structure, governance and management

The Othona Community owns two Centres, one at Bradwell-on-Sea, in Essex and one at Burton Bradstock, in West Dorset, where it puts into practice the objects of the charity. The Trust Deed of 2008 still has the original objects which are:

- *The training of theological and other students and laymen and women in the establishment of Christian community centres with an ecumenical purpose.*
- *The provision of community centres for laymen and women and their families for the purpose of voluntary work, study, worship and associated activities designed to further service for the worldwide Church and the integration of the Christian view with the whole life of man.*

Recognizing that these objects laid down in both its 1994 Trust Deed, and the recent one of 2008, which were carried forward from the original governing documents of the Community as founded in 1946, needed to be re-interpreted for its twenty-first century life and purpose, the Trustees in 2007, in consultation with the membership, drew up a Mission Statement.

Overall responsibility for the affairs of the Community is taken by the Trustees, who are appointed by the Trustee body, normally for five-year terms of office, which are renewable. Trustees look for particular and required skills when recruiting new Trustees. All decisions affecting the assets, the future and the ethos of the Community are in the hands of the Trustees.

Each of the two Centres is run by a small residential Core Community led by a Warden who is responsible for the day-to-day running of the Centre and is accountable to the Trustees for its general management and developing life. Each Warden is supported and advised by a Committee formed of elected and co-opted members who serve for a three year term, renewable for a further three years. Two Link Trustees are appointed from the Trustees to each Centre to work with both the Committee and the Warden.

Both Centres have procedures in place to comply with current legislation relating to employment, health and safety, hygiene and the welfare of children and young people and vulnerable adults. Both the paid staff and volunteers at the Centres receive the necessary training in food hygiene and first aid.

Membership of the Community, which bestows voting rights, is open to all, but is not a requirement for taking part in activities. The Community employs a Membership Secretary for a few hours a week. It also employs a Treasurer on a freelance basis who supplies the Trustees with monthly accounts based on returns from the two Centres. A member with the relevant experiences takes responsibility, on a voluntary basis, for all insurance matters.

The Trustees' year.

In 2007 the Othona Community adopted the following mission statement:

The Othona Community is an open Christian community, whose purpose is to provide, mainly through its two centres in Essex and Dorset, a welcoming, accepting place with a pattern of work, worship, study and play where people of different beliefs, cultures, classes, abilities, and ages can discover how to live together, learn from each other, explore together the relationship between faith and life with a view to more positive action in the world, and encourage one another in caring for the world and its people.

Although most of that purpose is worked out, lived out at the two centres the Trustees also have an important role in stewardship of the finances to support this purpose and in oversight of the life and direction of the Community and its two centres.

In June 2010 the Trustees accepted the offer of £1,050,000 from Strutt and Parker Farms for East Hall Farm. Throughout the rest of this financial year we negotiated the terms, having listened carefully to the concerns of members. We retained ownership of the access track and kept the right, if rising sea levels require it, to erect a sea defence on a 60 metre strip of field to the west of the Bradwell centre. Completion took place just after the end of this financial year, on 6th May 2011.

During the summer of 2010 the Trustees set up a small investment strategy group consisting of two trustees and a representative from each centre. The group brought a report and recommendations to the September Trustees meeting where it was agreed that all the money from the sale should be invested using Epworth Financial Services and following agreed ethical guidelines. We hope to get an annual return of between £35,000 and £40,000 to provide a more secure cushion for both the operational finances of the centres and their ongoing development.

Our excellent treasurer, Steve Mortimer, provides us with monthly reports so that we are able to monitor each centre's financial position against budget. Both centres worked hard

and were careful about expenditure but both had a disappointing take up of some weeks in their programmes. In broad terms, the operating results for the year are that BB made a slight surplus of £3K, Bradwell had a loss of £6K and Othona central funds showed a surplus of £15K, giving an overall operating surplus of £12k for the Community as a whole. From our reserves transfers out were made totalling £67K to cover underfunding of projects at Burton Bradstock thus reducing the above £12k overall surplus to a deficit of £55K. However, the Trustees recognise that if the centres are to be true to their mission and purpose and truly welcoming to all they will never reliably break even in spite of their staff working for love and very little money. Hence the need for a larger annual cushion and for financial support from members.

In June the Trustees arranged a meeting of people from across the Community to try to find agreement on both the present meaning of membership and what its future shape might be. The meeting was inconclusive. Our membership secretary, Christine Cox, continues to faithfully keep the list, deal with annual subscriptions and with gift aid, and arrange the mailing of the Community newsletter *Full Circle*. Ruth and Paul Gilman edit this three times a year and its articles, reports and poems give expression to the life of the Community. Ruth Bull, the Community Secretary, arranges the annual elections for the two committees and makes sure our returns to the Charity Commission go in on time. She also keeps an eye on new developments and new regulations on the CC web-site. Margaret Lydamore, although she has retired from the board of Trustees, continues to issue the contracts to core staff at the two centres. Since September our insurance manager has been Julian Clover. The Community owes a debt of gratitude to all these 'behind the scenes' members who support the Community in these particular roles.

As part of the ongoing discernment process "Othona 2010: taking stock and moving forward" the Trustees have experimented with different ways of working. In June, a Burton Bradstock Collaborative Group was set up to give BB greater autonomy. The group consisted of four trustees, the Warden and three BB members and its remit, in the first place, was to undertake strategic planning. In November the Trustees spent a whole weekend with the Bradwell Committee at the Bradwell centre, seeking to affirm Bradwell's strengths and discover how best to support any necessary changes. As one result, a Bradwell Staffing Group was set up involving trustees, the Warden and local members. In January 2011 the Trustees and representatives from each centre spent a weekend, with a facilitator, exploring the difficulties and challenges of 'moving forward'.

In September the Annual General Meeting was attended by over 60 people. Lively presentations were given by both Wardens of the exciting building developments at each centre – both environmentally friendly, both depending, as well as on grants, on the generosity of members in terms of time and money. One trustee facilitated round table discussions on the Community and its future and another led worship in which we each planted a seed and took it home. Mine has produced a fragile, wispy grass which nevertheless refuses to die!

In June Alison Tebbs became a trustee and also secretary to the Trustees Meeting. In January Frances Jones became a trustee, reducing our average age considerably. One of our patrons, the Bishop of Bradwell, retired in January and the new Bishop of Chelmsford, Stephen Cottrell agreed to take his place. In late March Michael Morpurgo, well-known writer of children's books and former Children's Laureate accepted our invitation to become a patron.

The Trustees are all volunteers, half of them in full-time employment. The Community is very fortunate in having a group of Trustees with such varied skills and from such a range of age. During this period of discernment and experimentation the demands on their time and

energy has increased. Expectations of our two outstanding Wardens and of the Centre Committees have also increased as the process has required extra reflection and consultation time. During this coming year some conclusions will have to be drawn about the best sustainable way forward.

The year at Othona, West Dorset

It was most reassuring to finish this year in financial surplus and slightly better than the budgeted outcome. Sadly, however, levels of bookings and income were not as good as we'd forecast. Our 'accurate' outcome against budget was in good part due to our not having had a full team for part of the year, with resultant reduced payroll costs. So there is no reason to rest on our laurels. Appropriate, effective marketing – through print, internet and personal recommendation – remains an urgent priority.

Presumably many people had to be more discriminating in their 'discretionary spending'. We noticed a greater variation between events that attracted healthy numbers and the few that were seriously undersubscribed. Programme planning is always a fascinating challenge; these economic conditions make it even more so.

During the year we began approaching matters of strategic planning through a specially constituted Collaborative Group. It consists of four trustees and four representatives of this centre. The Group came into being as an experiment in granting this West Dorset centre a greater measure of autonomy. Its meetings focused first on high level purpose: how do we see our *raison d'être*, 65 years after Othona began and 46 years after the establishment of this centre? Among other subjects, the Group will also examine capital spending and organisational structure.

Our major capital project this year was the new warden's house "Largesse". The contractors finished principal construction and fitting during July 2010. After this a large number of finishing tasks remained for the community to do as economically as possible using DIY, volunteer help and small contracts with local tradesmen.

Designed as a three bedroomed property suitable for wardens with families, the new house just uphill from Community House is currently home to a married couple and the warden and his partner, occupying separate floors. They moved in during November and January respectively and have been instrumental in completing various outstanding jobs – everything from painting walls to laying paths.

"Largesse" has proved to be a dwelling with a bit of a 'wow factor' – with a distinctive sense of space in the main room, and stunning views over woodlands, fields and Lyme Bay. It should support wardens particularly, in work and leisure, for many years to come. Its name reflects not just the Christian principle of giving and abundance, but also the great practical generosity of so many people who lent or donated money specifically for this project, without whom it would never have come about. We owe especial thanks to our builder Graham Paget and his team, as well as our architect John Wratten and his colleague Liz James.

The other big story of this year was a renewal of our core community. Some key members stepped up in responsibility, others left and new faces were recruited. At last we have not only a caterer but also a housekeeper, not only a facilities co-ordinator (part-time) but also a deputy warden, all bringing new energy to these roles. We finish the year with the fullest core team we have known, supported as ever by the informal network of local supporters and helpers which is so vital for our continued existence

The year at Othona, Bradwell

The first part of the year was dominated by the construction of the Solar Building, our new eco – block with its 5 bedrooms, toilets and showers, and lovely small meeting room with a view of St Peter’s Chapel. Once the builders had put up the frame, volunteers were recruited. They came with various skills and for various reasons but those interested in new forms of eco-building were particularly thrilled to find a place where they could actually make rammed earth walls and cob bricks to complete them. Under Matthew Dell’s tireless supervision the walls rose, the straw bale layer was added, the outer walls rendered and mortared. Professionals were used as necessary – for the electrics, the plumbing and the internal walls and to lay the granite slab floors (recycled from London Underground!). Every effort was made to use local or recycled materials. During May and June the site was buzzing with people in hard hats and fluorescent jackets and Wellington boots. We estimated that 11562 hours (or 1927 days) were given in volunteer labour.

All these hungry workers had to be fed while the Centre continued to be open as usual – weekend groups, Springwatch, Community time over the Bank Holiday, school groups. This put a great strain on Gail and the core community as well as on the budget. However, it was also a very fruitful time during which the volunteers discovered Othona was so much more than buildings, and ‘normal’ Othona people caught some of the cutting-edge buzz of this project. Once the main body of building volunteers had gone, a very long list of smaller, yet vital jobs remained to be done by regular, faithful Othona volunteers over the months ahead.

At the end of August, although the Solar Building was not yet ready for use, we held a great day of celebration, with a service of thanksgiving in Chapel, a splendid buffet lunch with tours of the new building, and then an open-air blessing of not only the Solar Building, but also of the renamed Motley Building (the main building) and the Hut, a store lovingly created out of the recycled Men’s Hut. More than a hundred people came from far and wide. However, it was 2011 before the Solar Building was finally signed off as fit for public use – just in time for another sort of celebration, the wedding of Gail’s daughter to a long-standing Othona member.

The summer season, not surprisingly, was down in numbers. Gail and Matthew were well supported by a good team of short-term volunteers but by October they were once more alone – and yet the Centre was booked for most weekends and sometimes during the week. Local cleaning and administrative help was brought in for two days a week. By the end of November Clare Gillott, with her passion for and experience of environmental issues had been recruited as deputy warden which allowed Gail and Matthew to take much-needed holidays.

The Trustees came twice, as a body, to Bradwell during this year. Firstly, in November to spend time with the Committee and other members in order to listen to Bradwell’s hopes and concerns. (The designer for Bradwell’s new web-site came too to get the ‘feel’ of the place: the site is still ‘work in progress’.) Secondly, they came in January, to meet with six representatives from both Bradwell and Burton Bradstock as part of the *taking stock and moving forward* process. Bradwell’s major concern was clearly how to recruit a long-term effective staff team. One outcome was the setting up of a Bradwell Staffing Group which involved four trustees and three local members. The Bradwell Committee has continued to work on Bradwell’s particular vision and purpose and on the place of Christianity within that.

Meanwhile, new visiting groups were discovering Bradwell, including the Jesuits, Herbcraft, St Leonards and St Giles churches, and returning groups (schools, church groups, singing groups, YMCA, cub scouts, etc) had booked again, seeing the Centre as their regular ‘place

to just be'. Thanks to the programme committee's hard work the Community programme flier for 2011 came out in July 2010 in time for the Bradwell Pilgrimage. By the end of March, with the Solar Building in use and the site cleared, and at least one new staff member on the horizon, Othona Bradwell had emerged from a very testing, if exhilarating year, and was looking forward to a good year ahead.

An overview of our finances

During the year, in financial terms, the Trustees focused on two main areas – the performance of the daily operations of the two centres and monitoring the capital projects underway at both centres particularly the Solar building at Bradwell and Largesse (the new Warden accommodation) at Burton Bradstock.

The operating performance came out with a surplus of £12K, £6K less than the budgeted £18K. The £12K surplus was comprised of Bradwell's deficit of £6K, Burton Bradstock's surplus of £3k and the General Fund's surplus of £15k. The £12K overall surplus was then reduced by £67K to a deficit of £55K following the Trustees' agreement that General Fund Reserves should cover underfunded project expenditure at Burton Bradstock. This consisted of £56K to support the Largesse project and £11K for the Chapel Wall repairs.

It can be seen that Othona's centres operate on very tight surplus margins and that it only takes a small downturn in performance to prevent the achievement of budgets. It is unlikely within the current operational format that large surpluses will regularly be possible and thus ongoing viability will always be a concern. Othona normally only has around £100K free cash not tied into Restricted Funds, for covering operational shortfalls or unexpected costs. This was the rationale for selling the Farm so as to give a better buffer for long term financial stability. When the sale of the Farm became imminent, the Trustees agreed that the centres could access £30K each for any agreed capital project. To date these monies have not yet been drawn down but the funds have been set aside. In the light of the farm sale, the Trustees agreed to modify the reserves policy and decided that keeping £40K would suffice for covering daily operational needs.

The Farm was sold shortly after year end and realised a surplus of £1,009,826 after related costs. The value of the Farm as held in these accounts has therefore been adjusted to recognise this material post year end event. The monies have been invested to secure capital growth and to provide better returns to support daily operations than the current Farm rents were able to offer.

There was much activity on capital projects as seen in Note 15 to these accounts. By the year end the Solar Building and Largesse were getting close to completion, with around £10K forecast still to be spent on the Solar Building and £9k on Largesse. The remaining £19K interest free loans made to support the Largesse project were repaid shortly after year end. These loans gave the Trustees a degree of reassurance when agreeing to the replacement of Littleness with Largesse at a time when the financial position of Othona was very tight. These lenders are most warmly thanked for their help.

The layout of the Statement of Financial Activities on page 11 of these accounts has been revised to better meet the requirements of the Charities SORP.

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Sheila Maxey, Chair of Trustees

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Date

THE OTHONA COMMUNITY**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF THE OTHONA COMMUNITY**

We have audited the financial statements of The Othona Community for the year ended 31st March 2011 on pages 11 to 22 . The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with Section 43 of the Charities Act 1993 and with regulations made under Section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities set out on page 3, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements.

Opinion on financial statements

In our opinion the financial statements:
give a true and fair view of the state of the charity's affairs as at 31st March 2011 and of its incoming resources and application of resources for the year then ended;
have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
have been prepared in accordance with the requirements of the Charities Act 1993.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion:

the information given in the Trustees' Annual Report is not consistent with the financial statements; or

the charity has not kept sufficient accounting records; or

the financial statements are not in agreement with the accounting records and returns;

or

we have not received all the information and explanations we require for our audit.

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Tiffin Green
Statutory Auditor
11 Queens Road,
Brentwood,
Essex CM14 4HE

Date

STATEMENT OF FINANCIAL ACTIVITIES for the YEAR ENDED 31st MARCH 2011

NOTES	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS Year Ended 31.03.11	TOTAL FUNDS Year Ended 31.03.10
	£	£	£	£
INCOMING RESOURCES				
Incoming resources from generated funds				
1. Voluntary income:				
Subscriptions and donations				
a. For daily operations:				
General fund	8,610		8,610	9,660
Burton Bradstock centre	3 9,481	1,505	10,986	12,321
Bradwell centre	4 4,065	128	4,193	3,447
	22,156	1,633	23,789	25,428
b. For Appeal funds:				
Subscriptions, grants and donations	13/15 434	91,987	92,421	245,207
Total Voluntary Income	22,590	93,620	116,210	270,635
2. Investment income				
For daily operations	2 24,208		24,208	24,872
For Appeal funds	2 -	41	41	1,004
Total investment income	24,208	41	24,249	25,876
3. Incoming resources from charitable activities				
For daily operations				
Burton Bradstock centre	3 90,705		90,705	90,305
Bradwell centre	4 73,077		73,077	85,325
Total incoming resources from charitable activities	163,782	-	163,782	175,630
TOTAL INCOMING RESOURCES	210,580	93,661	304,241	472,141
RESOURCES EXPENDED				
1. Costs of generating voluntary income				
Central membership mailing	484		484	468
Total costs of generating voluntary income	484	-	484	468
2. Charitable activities				
2.1. For daily operations:				
2.1.a. Centre running costs				
Burton Bradstock centre	3 97,154		97,154	104,458
Bradwell centre	4 83,123		83,123	85,161
2.1.b. Charitable donations				
Burton Bradstock centre	3	1,505	1,505	1,093
Bradwell centre	4 128	128	128	274
	180,277	1,633	181,910	190,986
2.2. For Appeal funds				
Restricted Funds	15	10,915	10,915	16,254
Designated Funds	13 279		279	5,120
	279	10,915	11,194	21,374
Total charitable activities	180,556	12,548	193,104	212,360
Governance costs	5 17,098		17,098	22,597
TOTAL RESOURCES EXPENDED	198,138	12,548	210,686	235,425
Net incoming/outgoing resources before transfers	12,442	81,113	93,555	236,716
GROSS TRANSFERS BETWEEN FUNDS	5/15 -66,951	66,951	0	0
Net incoming resources before other recognised gains and losses	-54,509	148,064	93,555	236,716
OTHER RECOGNISED GAINS				
Gains on investment assets				
Unrealised gain on investment property	8	110,826	110,826	150,000
Realised loss on investment property	-459		-459	183,754
Net movement in funds	-54,968	258,890	203,922	570,470
Reconciliation of funds				
Total funds brought forward	153,082	2,961,025	3,114,107	2,543,637
Total funds carried forward	98,114	3,219,915	3,318,029	3,114,107
Represented by:				
Tangible fixed assets	-35,046	3,164,463	3,129,417	2,843,381
Current assets	185,971	55,452	241,423	326,254
Liabilities	-52,811	0	-52,811	-55,528
	98,114	3,219,915	3,318,029	3,114,107
Net deficit on daily operations as represented in Othona management accounts	-55,123			195,633

The notes on pages 13 to 22 form part of the financial statements

Balance sheet as at 31 March 2011

	Note	31.03.11 £	31.03.10 £
Fixed Assets			
Tangible Fixed Assets	8	2,119,591	1,944,381
Investment Property	8	<u>1,009,826</u>	<u>899,000</u>
		3,129,417	2,843,381
Current Assets			
Cash at bank and in hand	9	111,718	156,723
Short term deposits	9	108,901	108,296
Stock		5,985	4,672
Debtors	10	14,819	56,563
		<u>241,423</u>	<u>326,254</u>
Liabilities			
Amounts falling due within one year	11	23,811	24,028
Loans falling due within one year	12	<u>19,000</u>	<u>-</u>
Net Current Assets		198,612	302,226
Total Assets less Current Liabilities		<u>3,328,029</u>	<u>3,145,607</u>
Long Term Liabilities			
Loans falling due after one year	12	10,000	31,500
Net Assets		<u>3,318,029</u>	<u>3,114,107</u>
Funds			
Restricted Net Current Assets	15	55,452	88,016
Restricted Tangible Fixed Assets	14	3,164,463	2,873,009
Designated	13	21,923	21,768
Unrestricted		<u>76,191</u>	<u>131,314</u>
		<u>3,318,029</u>	<u>3,114,107</u>

Approved by the Board of Trustees on 17th September 2011 and signed on its behalf by:

Sheila Maxey, Chair of Trustees.

The notes on pages 13 to 22 form part of the financial statements

Notes to the financial statements
For the year ended 31 March 2011

1. Accounting policies
(a) *Basis of preparation*

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain fixed assets, and in accordance with the Statement of Recommended Practice-Accounting and Reporting by Charities, applicable UK accounting standards and the Charities Act 1993.

(b) *Fund accounting*

General funds comprise the accumulated surplus or deficit on the Statement of Financial Activities. They are available for the use at the discretion of the trustees in furtherance of the general objectives of the Community. Restricted funds are funds subject to specific restrictive conditions imposed by donors or by the purpose of the appeal. The purpose and use of the restricted funds is set out in the notes to the financial statements.

(c) *Incoming resources*

All incoming resources are recognised once the charity has entitlement to the resources, it is certain that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Where income is received in advance of a stay, it is deferred until the charity is entitled to that income. No amounts are included in the accounts for the value of services provided by volunteers.

(d) *Resources expended*

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis.

Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with use of resources.

(e) *Tangible fixed assets and depreciation*

Bradwell East Hall Farm was initially entered at its 1984 valuation of £200,000, confirmed by Savills plc in November 1993 as a guide to its investment value. This was further increased in 2009 by £550,000, to account for new market values when the Farm and Cottage were put up for sale and again in 2010 by £150,000 and finally by £110,826 in 2011, to reflect the surplus on its sale in May 2011.

The freehold functional properties were in 1997 represented within the balance sheet at insurance reinstatement cost, in consultation with SBJ Stephenson Ltd, insurance brokers; to which historic costs incurred since then have been added. Trustees will be reviewing which appropriate basis of valuation to use for these properties during the future. These properties are not depreciated, as in the opinion of the Trustees they have a useful life as buildings greater than fifty years and any depreciation charge is considered immaterial.

Other tangible fixed assets are stated at cost including any incidental expenses of acquisition.

Depreciation is provided on other tangible assets calculated to write off the cost on a straight-line basis over the expected useful economic lives as follows:

Furniture and equipment	25%	
Motor vehicles		20%
Computers		33 1/3%

(f) *Stocks*

Stocks are valued at the lower of cost and net realisable value.

(g) The Community is registered for Value Added Tax under number 590 0470 54. Appropriate receipts and payments are therefore shown net.

(h) *Pension schemes*

Contributions may be made to employee's personal pension plans if specified in the contracts of employment.

Notes to the financial statements (continued)
For the year ended 31st March 2011

2. Investment income

	Unrestricted Funds	Restricted Funds	Total Year Ended 31.03.11 £	Total Year Ended 31.03.10 £
General fund				
Interest Received	564	0	564	1,217
Rent: East Hall Farm	23644	0	23,644	23,655
	<u>24208</u>	<u>0</u>	<u>24,208</u>	<u>24,872</u>
Other funds				
Interest received				
Bradwell Building fund	0	11	11	187
Burton Bradstock Buildings fund	0	8	8	810
Burton Bradstock Peoples' fund	0	0	-	-
Andrew Hardy Memorial Fund	0	-	-	-
Geoffrey de Pury Magnificat Bursary		22	22	7
	<u>0</u>	<u>41</u>	<u>41</u>	<u>1,004</u>

Interest received has been derived from deposits with the Charities Official Investment Fund. The Farm rent is paid by Strutt & Parker (Farms) Ltd.

There were no restricted funds during the year

3. Analysis of Income & Expenditure - Burton Bradstock Community Centre

	Unrestricted	Restricted	Total Year Ended 31.03.11 £	Total Year Ended 31.03.10 £
Income				
Visitors fees	86,478		86,478	86,488
Donations	9,481		9,481	11,228
Other income	4,227		4,227	3,817
Charity collections	0	1,505	1,505	1,093
Total income	<u>100,186</u>	<u>1,505</u>	<u>101,691</u>	<u>102,626</u>
Expenditure				
Food & household	19,467		19,467	20,613
Repairs & renewals	5,459		5,459	10,756
Motor vehicle & travel	2,923		2,923	2,403
Light & heat	11,143		11,143	7,044
Rates & Council Tax	5,003		5,003	4,785
Insurance	4,380		4,380	4,563
Stationery, post & phone	2,236		2,236	3,333
Core Community wages	39,296		39,296	39,972
Speakers	239		239	484
Advertising & publicity	1,814		1,814	2,839
Miscellaneous	2,815		2,815	3,684
Bursaries	728		728	772
Charitable donations *	0	1,505	1,505	1,093
Depreciation	1,651		1,651	2,704
Training	0		0	506
Total expenditure	<u>97,154</u>	<u>1,505</u>	<u>98,659</u>	<u>105,551</u>
Net resources expended in the year	<u>3,032</u>	<u>0</u>	<u>3,032</u>	<u>-2,925</u>

* Charity payments are in respect of the collections made at the Chapel and were paid or accrued to be distributed equally, as arising from the following periods of collection:
April 2010 to March 2011 £1,505- The Hub and ICAHD UK (paid),

Notes to the financial statements (continued)
For the year ended 31st March 2011

4. Analysis of Income & Expenditure - Bradwell Community Centre

	Unrestricted	Restricted	Total Year Ended 31.03.11 £	Total Year Ended 31.03.10 £
Income				
Visitors fees	70,464		70,464	82,685
Donations	4,065		4,065	3,173
Other income	2,613		2,613	2,640
Charity collections	0	128	128	274
Total income	77,142	128	77,270	88,772
Expenditure				
Food & household	17,662		17,662	21,474
Repairs & renewals	4,645		4,645	9,817
Motor vehicle & travel	2,740		2,740	2,229
Light & heat	9,975		9,975	8,151
Rates & Council Tax	3,719		3,719	4,087
Insurance	3,462		3,462	3,240
Stationery, post & phone	2,463		2,463	2,390
Core Community wages	29,121		29,121	23,373
Speakers	1,150		1,150	1,095
Advertising & publicity	1,476		1,476	1,390
Miscellaneous	3,389		3,389	1,643
Bursaries	0		0	113
Charitable donations *	0	128	128	274
Depreciation	3,321		3,321	6,159
Total expenditure	83,123	128	83,251	85,435
Net resources expended in the year	-5,981	0	-5,981	3,337

* Charity payments are in respect of the collections made at the Chapel and were paid or accrued to be distributed equally, as arising from the following periods of collection:

April 2010 to March 2011 £128 to DialogCentre UK and Viva a Vida UK (accrued)

5. Governance costs - Management and administration of the charity

	Total Year Ended 31.03.11 £	Total Year Ended 31.03.10 £
Community Treasurer	7,117	8,169
Membership secretary	1,590	1,514
Auditors remuneration *	1,550	1,500
Insurance	220	219
Stationery & postages	513	804
Telephone	60	120
Other expenditure	1,126	5,106
Travel costs	1,597	1,828
Costs of Trustees meetings	2,879	2,411
Depreciation on computers	446	926
	17,098	22,597
Transfer to cover underfunded expenditure on Burton Bradstock Development Fund	66,951	0
	84,049	22,597

* The Auditors remuneration is purely for audit services.
There were no restricted funds during the year

Trustees are not remunerated. They are paid expenses for attending meetings and duties directly related to their duties as trustee. In 2010/11 3 trustees were paid total expenses of £1382 (2009/10 £1528) for travel and other related costs.

Notes to the financial statements (continued)
For the year ended 31st March 2011

6. Total Community Resources Expended

	Staff Costs	Depreciation	Other Costs	Total Year Ended 31.03.11 £	Total Year Ended 31.03.10 £
Burton Bradstock centre	39,296	1,651	56,207	97,154	104,458
Bradwell Centre	29,121	3,321	50,681	83,123	85,161
Central Membership Mailing	0	0	484	484	468
Management & Administration of the Charity	<u>8,707</u>	<u>446</u>	<u>7,945</u>	<u>17,098</u>	<u>22,597</u>
	<u>77,124</u>	<u>5,418</u>	<u>115,317</u>	<u>197,859</u>	<u>212,684</u>

7. Total Community Staff Costs

	Year Ended 31.03.11 £	Year Ended 31.03.10 £
Warden & Core Community payments	61,536	58,891
Employers National Insurance	2,067	2,019
Pension Provision	4,814	2,435
Salaries and Fees- Central costs	<u>8,707</u>	<u>9,683</u>
	<u>77,124</u>	<u>73,028</u>

	Year Ended 31.03.11	Year Ended 31.03.10
Average number of 'full time' equivalent employees	7.25	8.75
Charitable activities	<u>0.50</u>	<u>0.50</u>
Governance	<u>7.75</u>	<u>9.25</u>

No employee received more than £60,000

Notes to the financial statements (continued)
For the year ended 31st March 2011

8. Tangible Fixed Assets

	Freehold Land & Buildings £	Investment Property £	Computers £	Furniture & Equipment £	Motor Vehicles £	Total £
Cost						
At 31/3/2010	1,936,568	899,000	11,084	115,544	9,170	2,971,366
Disposals	0	0	0	0	0	0
Additions & gains in year	180,627	110,826	0	0	0	291,453
At 31/3/2011	<u>2,117,195</u>	<u>1,009,826</u>	<u>11,084</u>	<u>115,544</u>	<u>9,170</u>	<u>3,262,819</u>
Accumulated depreciation						
At 31/3/2010	0	0	10,638	109,221	8,126	127,985
Disposals	0	0	0	0	0	0
Charge for year	0	0	446	4,312	659	5,417
At 31/3/2011	<u>0</u>	<u>0</u>	<u>11,084</u>	<u>113,533</u>	<u>8,785</u>	<u>133,402</u>
Net book values						
At 31/3/2011	<u>2,117,195</u>	<u>1,009,826</u>	<u>0</u>	<u>2,011</u>	<u>385</u>	<u>3,129,417</u>
At 31/3/2010	<u>1,936,568</u>	<u>899,000</u>	<u>446</u>	<u>6,323</u>	<u>1,044</u>	<u>2,843,381</u>
Restricted Funds						
At 31/3/2011	<u>2,148,433</u>	<u>1,009,826</u>	<u>0</u>	<u>6,204</u>	<u>0</u>	<u>3,164,463</u>
At 31/3/2010	<u>1,967,805</u>	<u>899,000</u>	<u>0</u>	<u>6,204</u>	<u>0</u>	<u>2,873,009</u>

9. Cash in hand, in Bank Current accounts, and on Deposit with Charities Official Investment Fund (COIF).

	CASH £	BANK £	COIF £(*)	TOTAL £
General Fund	0	71,870	101,304	173,174
General Fund Cash Floats	250	0	0	250
Bradwell Operations	37	7,483	0	7,520
Burton Bradstock Operations	444	13,084	0	13,528
Bradwell Fund	0	17,594	2,040	19,634
Burton Bradstock Development Fund	0	956	1,580	2,536
Geoffrey de Pury Magnificat			3,977	3,977
	<u>731</u>	<u>110,987</u>	<u>108,901</u>	<u>220,619</u>

(*) Average rates for the COIF accounts were: 0.5% quarter ending 30/06/10; 0.5% quarter ending 30/09/10; 0.565% quarter ending 31/12/10; 0.671% quarter ending 31/03/11.

Notes to the financial statements (continued)
For the year ended 31st March 2011

10. Debtors

	Year Ended 31.03.11 £	Year Ended 31.03.10 £
HM Revenue & Customs re VAT	0	28327
Income tax recoverable	3,069	7,286
Other debtors	0	1,015
Prepayments	0	8,187
Accrued income	11,750	11,748
	<u>14,819</u>	<u>56,563</u>

11. Liabilities: Amounts falling due within one year

	Year Ended 31.03.11 £	Year Ended 31.03.10 £
HM Revenue & Customs re VAT	1,093	0
Inland Revenue re Payroll	0	0
Deposits received	18,297	18,488
Creditors and accruals	4,421	5,540
	<u>23,811</u>	<u>24,028</u>

12. Liabilities: Interest free loans

	Year Ended 31.03.11 £	Year Ended 31.03.10 £
Loans falling due within one year	19,000	0
Loans falling due after one year	10,000	31500

Loans are secured on the Charity's assets

Notes to the financial statements (continued)
For the year ended 31st March 2011

13. Designated Funds

The income funds of the charity include the following designated funds that have been set aside by the Trustees for specific purposes:

	Balance 31 March 2010 £	New Designations £	Utilised £	Balance 31 March 2011 £
Burton Bradstock Peoples' Fund	11,426	0	279	11,147
Burton Bradstock Warden's Special Projects	<u>10,342</u>	<u>434</u>	<u>0</u>	<u>10,776</u>
	<u>21,768</u>	<u>434</u>	<u>279</u>	<u>21,923</u>

14. Analysis of Net Assets Between Funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted Funds			
Bradwell Buildings	1,618,243	20,132	1,638,375
Burton Bradstock Buildings	890,213	9,914	900,127
Burton Bradstock additions	273,660	0	273,660
Bradwell additions	337,230	0	337,230
Property Development Fund	38,913	0	38,913
Bradwell Funded Equipment	6,204	0	6,204
Andrew Hardy Memorial Fund		550	550
Burton Bradstock Inlight Trust		12,248	12,248
Burton Bradstock Chapel Wall		0	0
Burton Bradstock Chapel Windows		5,000	5,000
Burton Bradstock PV project		3,856	3,856
Geoffrey de Pury Magnificat Bursary		3,752	3,752
Total restricted funds	<u>3,164,463</u>	<u>55,452</u>	<u>3,219,915</u>
Designated Funds	0	21,923	21,923
Unrestricted Funds	<u>-35,046</u>	<u>111,237</u>	<u>76,191</u>
	<u>3,129,417</u>	<u>188,612</u>	<u>3,318,029</u>

There are significant sums included in the above Restricted Funds held within Tangible Fixed Assets which represent the addition to Balance Sheet assets created from revaluations of property held by the Charity over time.

These are analysed as follows:

1984 Farm investment property valuation at £200,000

1997 Functional properties restated in balance sheet at insurance valuation for replacement cost:

Bradwell property asset increased by £82,194

Burton Bradstock property asset increased by £769,862

2009 Farm investment property valuation increased by £550,000

2010 Farm investment property valuation increased by £150,000

2011 Farm investment property valuation increased by £110,826, bringing it to the value of its net sale proceeds in May 2011

The valuation increases for the Farm investment property and Bradwell are held within Bradwell Buildings Fund and for Burton Bradstock within Burton Bradstock Buildings Fund.

Please note that as valuations they can be subject to revision.

Notes to the financial statements (continued)
For the year ended 31st March 2011

15. Restricted funds

	Balance	Movement in Resources		Balance
	31 March 2010	Incoming	Outgoing	31 March 2011
	£	£	£	£
Bradwell Fund	68,353	64,773	112,994	20,132
Burton Bradstock Buildings Fund	13,203	72,067	75,356	9,914
Andrew Hardy Memorial Fund	550	0	0	550
Burton Bradstock Inlight Trust Fund	11,839	409	0	12,248
Burton Bradstock Chapel Wall	-8,034	10,708	2,674	0
Burton Bradstock Chapel Windows	5,000	0	0	5,000
Burton Bradstock PV project	-6,850	11,000	294	3,856
Geoffrey de Pury Magnificat Bursary	3,955	22	225	3,752
	<u>88,016</u>	<u>158,979</u>	<u>191,543</u>	<u>55,452</u>

The Bradwell Fund is for major developments at the Centre.

The Burton Bradstock Buildings Fund is for major building and refurbishment at the Centre, with a forecast shortfall of £56,243 funded from the Charity's General Fund reserves

The Andrew Hardy Memorial Fund was established to provide bursaries at Othona Centres for foreign students, especially from Eastern Europe.

The Inlight Trust Fund is with regard to grant funding for marketing costs and refurbishment to the art studio at Burton Bradstock

The Chapel Wall Fund is to provide for stabilisation works at Burton Bradstock, with the shortfall of £10,708 funded from the Charity's General Fund reserves.

The Chapel Windows Fund arises from a donation received to cover pending replacement works.

The PV (Photo Voltaic cells) project Fund is an installation funded by grant and donation.

Geoffrey de Pury Magnificat Bursary was transferred in to the Charity for funding the professional development of the Wardens.

15. Restricted funds (continued)

Bradwell Fund

	Year Ended 31.03.11 £	Year Ended 31.03.11 £
Balance brought forward		68,353
1. Solar Building		
Income:		
Grants/Donations	57,874	
Gift Aid	3,553	
Investment income	<u>11</u>	
	61,438	
Expenditure		
Capitalised expenditure	-104,977	
Revenue expenditure	<u>-6,325</u>	-49,864
	-111,302	
2. Main building insulation		
Income:		
Donations	<u>755</u>	
	755	
Expenditure (Revenue)	<u>-352</u>	403
3. Main building showers		
Income:		
Donations	<u>2,580</u>	
	2,580	
Expenditure (Revenue)	<u>-1,340</u>	1,240
Balance at 31 March 2011		<u>20,132</u>

Notes to the financial statements (continued)
For the year ended 31st March 2011**Burton Bradstock Buildings Fund**

	Year Ended 31.03.11 £	Year Ended 31.03.11 £
Balance brought forward		13,203
Littleness replacement (Largesse)		
Income:		
Donations	12,488	
Gift Aid	3,328	
Investment income	8	
Transfer from General Fund to cover forecast project underfunding	<u>56,243</u>	<u>72,067</u>
		85,270
Expenditure (Capitalised)		<u>-75,356</u>
Balance at 31 March 2011		<u>9,914</u>

Burton Bradstock Inlight Trust Fund

	Year Ended 31.03.11 £	Year Ended 31.03.11 £
Balance brought forward		11,839
Income:		
Donations	<u>409</u>	<u>409</u>
		12,248
Expenditure		<u>0</u>
Balance at 31 March 2011		<u>12,248</u>

Burton Bradstock Chapel Wall

	Year Ended 31.03.11 £	Year Ended 31.03.11 £
Balance brought forward		-8,034
Income:		
Transfer from General Fund to cover project underfunding	<u>10,708</u>	<u>10,708</u>
		2,674
Expenditure (Revenue)		<u>-2,674</u>
Balance at 31 March 2011		<u>0</u>

Notes to the financial statements (continued)
For the year ended 31st March 2011

Burton Bradstock PV project

	Year Ended 31.03.11 £	Year Ended 31.03.11 £
Balance brought forward		-6,850
Income:		
Grants	<u>11,000</u>	<u>11,000</u>
		4,150
Expenditure (Capitalised)		<u>-294</u>
Balance at 31 March 2011		<u>3,856</u>

Geoffrey de Pury Magnificat Bursary

	Year Ended 31.03.11 £	Year Ended 31.03.11 £
Balance brought forward		3,955
Income:		
Investment income	<u>22</u>	<u>22</u>
		3,977
Expenditure (Revenue)		<u>-225</u>
Balance at 31 March 2011		<u>3,752</u>