

Charity number: 1137231  
Company number: 06864923

**Bridport Area Development Trust  
(A company limited by guarantee)**

**Trustees report and financial statements  
for the year ended 31 March 2010**

Bridport Area Development Trust  
(A company limited by guarantee)

Company registration number 06864923  
Charity number: 1137231

**Legal and administrative information**

**Charity number:** 1137231

**Company registration number:** 06864923

**Registered office:** Unit 17  
St Michael's Trading Estate  
Bridport  
Dorset  
DT6 3RR

**Trustees:** Mr T H Crabtree  
Mr N D Lakin  
Mrs D E May  
Mr V A O'Farrell

**Secretary:** Mr N D Lakin

**Accountants:** not yet appointed

**Bankers:** Unity Trust Bank  
Nine Brindleyplace  
Birmingham  
B1 2HB

**Solicitors:** not yet appointed

## **Report of the trustees (incorporating the directors' report) for the year ended 31 March 2010**

The trustees present their report and the financial statements for the year ended 31 March 2010. The trustees, who are also directors of Bridport Area Development Trust for the purposes of company law, and who served during the year and up to the date of this report are set out on page 1.

### **Structure, governance and management**

During late 2008 and early 2009, a small group of Bridport residents met as a working group of the Bridport Local Area Partnership to discuss the creation of a development trust for the Bridport area. BLAP had identified a number of future important development decisions and projects that could be resolved more effectively with the participation of such a trust. The group was aware that a development trust of this type had operated successfully for about ten years in nearby Lyme Regis. The group hoped that any nascent trust would be able to assist, in particular, with the Town Hall redevelopment, the regeneration of the South West Quadrant, and bringing the Literary and Scientific Institute building back into productive use.

The Company was registered on 31 March 2009 as a company limited by guarantee with charitable objects.

Registration of the Trust as a charity with the Charity Commissioners was not completed until July 2010 after the Trust had clarified and produced evidence to justify the need for the charitable activities described in the constitution.

The set of initial trustees comprised Tim Crabtree as interim Chair, Noel Lakin as Secretary, and Vince O'Farrell as interim Treasurer. In 2010, Diane May, a professional town planning consultant, became a fourth trustee.

The West Dorset Partnership has given the Trust a grant of £1000 to cover the initial setup costs of the Trust.

### **Objects and activities**

These objects are fully described in the Memorandum and Articles of Association but in terms of activities during this initial period can be summarised as the promotion of urban or rural regeneration in Bridport and the surrounding parishes through:

- the preservation of buildings or sites of historic or architectural importance:
- the maintenance, improvement or provision of public amenities:
- the advancement of education, training or retraining:

Since registration, activities have been focussed in the following five areas:

#### **1. Redevelopment plans for South West Quadrant**

The trustees, collectively and individually, met those stakeholders involved in the two planning applications for the redevelopment of Bridport's South West Quadrant, and the subsequent appeal against the decision to reject the applications. The trustees hoped to identify and agree with stakeholders a scheme which delivered appropriate quantities and types of housing, retention of

historic buildings, continuation of existing employment, and an acceptable financial return for the developers. To date, this has not proved to be possible though efforts continue quietly in the background.

## 2. Literary and Scientific Institute

The Literary and Scientific Institute building at 51 East Street is a Grade 2 Star listed building which is at risk through deterioration since it was last used as a public library in 1997. The descendants of the original trustees and its current owner Dorset County Council disagreed over what should happen to the building and, as a result, by 2009, the action had reached the High Court. The Trust was particularly concerned about the continuing deterioration during the long-running High Court action. The Trust therefore asked the High Court for time to complete its establishment and consider ways in which the building could be brought back into use.

In January 2010 the High Court issued an Order that approximately six months should be allowed for the Trust to establish itself as a body in which the Literary and Scientific Institute building could be vested for a use in line with the charitable and educational objectives of the original trustees who founded the Institute in the 1850s. In June 2010, Dorset County Council provided a grant of £5000 to the Trust as a contribution towards the costs of developing a business plan for community ownership and use of the Institute building.

During the course of the year, efforts to find a use for the building were led by former BLAP Chair Charles Wild and local consultant Crystal Johnson, acting voluntarily on behalf of the Trust. Extensive research and consultation culminated in summer 2010 in a proposal, supported by the Bridport Museum Trust, to establish the building as a new Heritage and Study Centre based on Bridport's rope and net industries.

Approximately £2m capital funding is required because of the serious deterioration of the building. At a recent High Court hearing, the Trust argued that a further 18 months would be essential in order to make the necessary bids to the major funding bodies.

The High Court ruled in favour of an 18-month extension at the end of which Dorset County Council will be permitted to place the building on the open market if the Trust has not been able to demonstrate a viable development project. In the meantime the Council was authorised to investigate the market for a possible sale of the building, but not to place the building on the market nor to dispose of it. Dorset County Council will be invited to appoint a representative to the project development group.

## 3. Planning a conference on Affordable Housing provision in the area

There is general community agreement that there is insufficient affordable housing in the area. The Trust intends to hold a conference on the subject of Affordable Housing provision in early 2011 to which all local stakeholders will be invited. The objective of the conference will be to identify how provision of affordable housing in the Bridport area can be increased.

## 4. Broadening the Trustee base

It was recognised from the start that a greater number of trustees with a wider set of experiences and skills would need to be recruited if the Trust was to achieve the objects it had set itself. A public call for additional trustees together with a programme of more personal approaches to individuals have been initiated and are continuing.

5. Seeking membership of the Trust from local parishes, community organisations and community groups

The initial trustees recognise that if the Trust is to be representative of the Bridport community, it should encourage membership from those organisations which are already members of the Bridport Local Area Partnership. A membership application pack has been distributed to all the BLAP membership and to date, about 15 organisations have applied for membership. To further encourage a close relationship between the Trust and BLAP, it was agreed with BLAP that the first AGM of the Trust should follow one of the regular BLAP Steering Group meetings.

### **Financial review**

The Statement of Financial Activities for the year is set out on page 6 and the Balance Sheet on pages 7 and 8 of this report. The notes on pages 9 to 11 form an integral part of these financial statements.

The charitable company does not own any buildings or land nor does it hold any investments. It has no borrowings and has made no loans or grants.

There were few financial transactions in this, the first year of the company. The only income was the grant from the West Dorset Partnership. Limited expenses were incurred in legal fees and office printing costs. These expenses appear in the Balance Sheet as amounts falling due to creditors within one year since they were paid in the 2010-11 financial year.

Notes:

Restricted funds, into which class the West Dorset Partnership grant falls, have to be used for the purpose for which they were given. This purpose will be narrower than the charity's objects. A donor can require the charity to spend their donation in accordance with their wishes. This creates the restriction, which is an obligation under trust law.

Unrestricted funds are funds the charity receives to further its objects. These can be donations, grants or fees earned.

The recipient charity has to judge whether new incoming funds are restricted or not.

### **Statement of trustees' responsibilities**

The trustees (who are also directors of Bridport Area Development Trust for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources including the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are 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.

### **Small company provisions**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the trustees on 30/9/2010 and signed on its behalf by

**V A O'Farrell**  
**Trustee**

**Statement of financial activities (incorporating the income and expenditure account)  
for the year ended 31 March 2010**

	Notes	Restricted funds £	Unrestricted funds £	2009 Total £
<b>Income</b>				
Grants	2	1,000	-	1,000
<b>Total income</b>		1,000	-	1,000
<b>Expenditure</b>				
Management, Legal and Professional fees		-	-	-
Purchases		-	-	-
Trustee remuneration	3	-	-	-
Establishment costs		-	-	-
Communication and IT		-	-	-
Depreciation		-	-	-
Labour	4	-	-	-
Postage, stationery and advertising		-	-	-
General expenses		-	-	-
<b>Total expenditure</b>	5	-	-	-
<b>Net income (expense) for the year</b>		1,000	-	1,000
Total funds brought forward		-	-	-
<b>Total funds carried forward</b>		1,000	-	1,000

**The notes on pages 9 to 11 form an integral part of these financial statements.**

**Balance Sheet  
as at 31 March 2010**

	Notes	2009	
		£	£
<b>Current assets</b>			
Stocks		-	
Debtors		-	
Cash at bank and in hand		1,000	
		<u>1,000</u>	
<b>Creditors: amounts falling due within one year</b>	6	<u>(65)</u>	
<b>Net current assets</b>			935
<b>Net assets</b>			<u>935</u>
<b>Funds</b>	7		
Restricted income funds	8		935
Unrestricted income funds	9		0
<b>Total funds</b>			<u>935</u>

The Balance sheet continues on the following page.

The notes on pages 9 to 11 form an integral part of these financial statements.

**Balance sheet (continued)**

**Trustees statements required by the Companies Act 2006  
for the year ended 31 March 2010**

In approving these financial statements as trustees of the company, we hereby confirm:

- (a) that for the year stated above, the company was entitled to the exemption conferred by section 477 of the Companies Act 2006;
- (b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the above stated year;
- (c) that we acknowledge our responsibilities for:
  - ensuring that the company keeps proper accounting records which comply with Section 386 of the Companies Act 2006; and
  - preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit or loss for the year then ended, in accordance with the requirements of Section 394 and 395 of the Companies Act 2006, and which otherwise comply with the provisions of this Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the board on 30/9/2010 and signed on its behalf by

**V A O'Farrell**  
Trustee

**The notes on pages 9 to 11 form an integral part of these financial statements.**

## **Notes to the financial statements for the year ended 31 March 2010**

### **1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

#### **1.1 Basis of accounting**

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

#### **1.2 Incoming resources**

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

Income received by way of grants is included in full in the statement of financial activities when receivable.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Income from investments is included in the year in which it is receivable.

#### **1.3 Resources expended**

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

Costs of generating funds comprise the costs associated with applying for grant income and any costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

#### **1.4 Tangible fixed assets and depreciation**

The charity has no fixed assets.

#### **1.5 Stock**

The charity has no stock.

**Notes to the financial statements  
for the year ended 31 March 2010**

	<b>2009</b>
<b>2. Grants</b>	<b>Total</b>
	<b>£</b>
West Dorset Partnership	1,000
	<u>1,000</u>

	<b>2009</b>
<b>3. Trustee remuneration</b>	<b>Total</b>
	<b>£</b>
No remuneration or other benefits were paid to trustees during the year.	-
	<u>-</u>

	<b>2009</b>
<b>4. Labour</b>	<b>Total</b>
	<b>£</b>
No salaries or wages were paid to employees including trustees during the year.	-
	<u>-</u>

**5. Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these financial statements.

	<b>2009</b>
<b>6. Creditors: amounts falling due within one year</b>	<b>Total</b>
	<b>£</b>
Trade creditors	29
Reimbursement of legal fees paid by trustees	36
	<u>65</u>

**7. Analysis of net assets between funds**

	<b>Restricted funds</b>	<b>Unrestricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 March 2010 as represented by:			
Current assets	1,000	-	1,000
Current liabilities	(65)	-	(65)
	<u>935</u>	<u>-</u>	<u>935</u>

**8. Restricted funds**

	<b>At 1 April 2009</b>	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>At 31 March 2010</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
West Dorset Partnership	<u>-</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>

**Notes to the financial statements  
for the year ended 31 March 2010**

**9. Unrestricted funds**

	<b>At 1 April 2009 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>At 31 March 2010 £</b>
General fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**10. Company limited by guarantee**

Bridport Area Development Trust is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while they are a member.