

The Friends of Delapre Abbey

Trustees Annual Report

For the year ended 31st March 2009

Charity registration number: 1113979

Principle Address: The Stable Block
Delapre Abbey
London Road
Far Cotton
Northampton
NN4 8AN

Chairman: Mr G Walker

Structure, governance and management

The charity is governed by the governing document, which is the constitution adopted on 12th September 2001 (amended, 2005, 2009), when the charity was constituted as a charitable unincorporated association. Trustees, who are also known as Executive Committee Members are elected at the AGM. The Executive Committee may also co-opt members to the committee during the year.

Objectives and activities

The charity's objects ("the objects") are the restoration and preservation of Delapre Abbey, comprising the buildings, gardens, woodlands, parklands, and lakeside for the use of the local and wider community.

A wide variety of activities have been undertaken during the period in relation to the charity's objects.

FoDA Aims & Objectives

We are a community organisation, with the full support of both Northampton Borough Council and Northamptonshire County Council, dedicated to securing the future of Northampton's Delapre Abbey, to enable our community now and for generations to come to enjoy the heritage and facilities of this wonderful building and its grounds.

FoDA aims to work with NBC during the transference of Delapre Abbey to trust status. We continue to raise the profile of the Abbey and public awareness of the historical and environmental importance of the Abbey and its grounds.

Achievements and performance

Awards

- East Midlands in Bloom – Silver Gilt Award

Visitors

Delapre Abbey's grounds, gardens, lakeside, Tea Rooms and events attract around 75,000 visitors a year.

FoDA Community Events

We held 17 days of events for the local community and the wider audience that have helped to raised over £10,000 for the charity:

- St Georges family fun day
- Easter Egg hunt
- 3 day Beer Festival
- Family show Weekend
- 3 day Heritage Weekend
- Children's Halloween Trick or Treat in the Walled Garden
- Christmas Craft Fair
- Garden and Parkland guided tours

Tea Rooms

With the help of 40 volunteers, ranging from 14 years (with parental supervision onsite) to 80 years old, the Tea Rooms serve up to 1000 visitors a week, providing a meeting place for the local community in a beautiful setting.

Refurbishment and Renovation fund

Through monies raised for our Refurbishment and Renovation fund we have achieved:

- Victorian Greenhouse Renovations
- Refurbishment of the Stable Block Foyer
- Landscape design and planting around the Lady and Fish Statue
- Maintenance and keeping open public toilets on site
- The monies raised from previous events enable funding for future events.

We received a grant from the WNDC Stronger Communities Fund towards our outdoor education project for children and young people. This money has enabled us to purchase equipment necessary to carry out Forest School activities in partnership with Everdon Outdoor Centre in Daventry and the Preschool Learning Alliance. Barclaycard Volunteers have also made this project possible by providing the people power and resources to clear and make a pathway through a nearby woodland where the Forest School activities take place. Three pilot Forest School workshops have taken place with local schools, giving 90 children a unique outdoor experience.

Partnerships

Over the past 12 months we have developed new relationships with WNDC and Everdon Outdoor Centre, and continued to develop a strong relationship with local businesses.

Barclaycard

Every month up to 26 employees contribute their time and resources, in addition to helping us with the Rookery pathway for Forest Schools; they also contribute invaluable help with:

- Victorian Greenhouse renovations
- Gardening
- Clearing the driveways
- Litter picking
- Clearing ponds and water features

Community Support

We have helped the following community groups by providing resources and facilities for their events at the Abbey:

- 6 family events in the Walled Garden
- Events and functions for community groups including Northampton's Cultural Literary Festival, A Teddy Bear's picnic in the Walled Garden, Picnics by the lakeside and on the south lawn, yoga in the walled garden. Providing meeting room facilities and lunches.

Community engagement

Volunteers – We rely on our volunteer help to carry out our activities and events. We are fortunate to have such a reliable and hard working team that help to make things happen in our Tea Rooms, gardens, at our events and behind the scenes in the offices. We have had 250 volunteers working for us this year. Volunteer time contributed to FoDA this year is approximately 62,500 hours.

Financial Review

The Executive Committee now maintains a reserve, since the charity has two full-time employees. The trustees consider that in the short term they would have sufficient resources to be able to continue the current activities of the charity. It would obviously be necessary in the long term to consider how funding would be replaced or activities changed.

There are no funds in deficit.

Report of the Trustees and
Unaudited Financial Statements For The Year Ended
31 March 2009
for
Friends of Delapre Abbey

Cobley Desborough
Chartered Certified Accountants
Chartered Tax Advisers
Artisans House
7 Queensbridge
Northampton
Northamptonshire
NN4 7BF

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**Report of the Trustees
for the Year Ended 31 March 2009**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2009. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1113979

Principal address

The Stable Block, Delapre Abbey

London Road

Far Cotton

Northampton

Northamptonshire

NN4 8AW

Trustees

Graham Walker

Michelle Ford

Tess Roff

Tim Farrell

Robin Stinson

Jill Fitzhugh

Keith Smith

Sally Smith

Mick Ford

Ron Fitzhugh

Doreen Smith

Jill Scally

David Braham

Courtney Claunch

James Gammans

Hazel Barnes

Kenneth Lomer

Richard Cutler

David McNab

Trudy Stevens

Richard Hedges

Nicola Hedges

Danny Cole

Gary Dorrington

Independent Examiner

Cobley Desborough

Chartered Certified Accountants

Chartered Tax Advisers

Artisans House

7 Queensbridge

Northampton

Northamptonshire

NN4 7BF

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The charity is governed by the governing document, which is the constitution adopted on 12th September 2001, when the charity was constituted as a charitable unincorporated association. Trustees, who are also known as Executive Committee Members, are elected at the AGM. The Executive Committee may also co-opt members during the year.

OBJECTIVES AND ACTIVITIES

The Charity's objects ("the objects") are the restoration and preservation of Delapre Abbey, comprising the buildings, gardens, woodlands, parklands and lake, for the use of the local and wider community.

A wide variety of activities have been undertaken during the period in relation to the charity's objects.

We are a community organisation, with the full support of Northampton Borough Council & Northampton County Council, dedicated to securing the future of Northampton's Delapre Abbey, to enable our community now and for generations to come to enjoy the heritage and facilities of this wonderful building and its grounds.

Originally formed as a protest group in 2001 following plans being revealed by the Borough Council to sell the Abbey to private developers, FoDA quickly built up a network of community support and a membership database of over 2000 members from Far Cotton to Australia.

FoDA have now become a development group working closely with NBC and the recently formed Delapre Abbey Preservation Trust to raise the profile of the Abbey and to raise public awareness of the historical and environmental importance of the Abbey and grounds.

ACHIEVEMENT AND PERFORMANCE

After 10 years service to FoDA I summarise our achievements and our future plans.

The last year has been a turbulent one as the majority of your committee responds to the various threats and opportunities that face us. The majority of your committee have responded in a most positive manner to the opportunities, unfortunately a minority of the committee have chosen to actively disrupt our projects and plans.

However, despite the time consuming disruptions your majority committee have achieved major successes which we intend to build upon and I detail below our future plans.

FODAS PLANS FOR 2010

In response to the possibility of Delapre Abbey, gardens and parklands moving to Trust Status we need FoDA to be a united and progressive charity that has the individuals with the necessary experience and skills to deliver a wide range of services and amenities to all of the community.

Finalise with The Borough Council our new 5 year lease to secure our future, which has not progressed due to the uncertainty caused by the dissent of the minority committee.

To work with our Lawyers and Accountants to ensure we work with a legal and compliant framework.

To continue to offer low cost community events.

St. Georges Day.

ACHIEVEMENT AND PERFORMANCE

Northampton Carnival.

Beer Festival

Family Day.

Weddings and Family events.

In conjunction with various organisations celebrate the 550 year anniversary of The Battle of Northampton.

Progress our excellent relationship with Barclaycard to use their volunteer staff in projects within The Parklands.

Further develop our exciting Schools Education Project in conjunction with Northamptonshire Council.

Improve our catering facilities and utilise our wine licence.

Continue improving our walled garden using our volunteers which has ensured our major contribution to securing the gold award for Northampton in the East Midlands gardens competition.

To build on our ability to recruit, train and develop a wide range of volunteers with mixed abilities to assist with activities.

With a united committee I ask you as a member of FODA to give the new committee which has the necessary desire, skills and integrity the mandate to allow us to deliver our objectives for 2010.

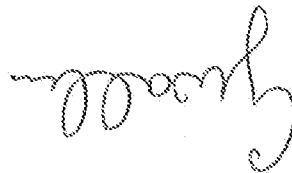
FINANCIAL REVIEW

The Trustees consider that, in the short term, they would have sufficient resources to be able to continue the current activities of the charity. It would obviously be necessary in the long term to consider how funding would be replaced or activities changed.

There are no funds in deficit.

ON BEHALF OF THE BOARD :

Graham Walker - Trustee



21 October 2009

I report on the accounts for the year ended 31 March 2009 set out on pages five to ten.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 43 of the 1993 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 43(7)(b) of the 1993 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Cobbley Desborough
Chartered Certified Accountants
Chartered Tax Advisers
Artisans House
7 Queensbridge
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Northamptonshire
NN4 7BF

21 October 2009

Statement of Financial Activities
for the Year Ended 31 March 2009

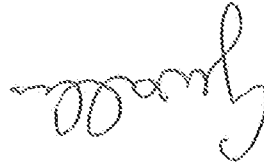
	2009	2008			
	Total funds	Total funds	Unrestricted funds	Restricted funds	Notes
	£	£	£	£	
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	44,211	15,803	24,211	20,000	
Activities for generating funds	89,659	67,619	89,659	-	2
Total incoming resources	133,870	83,422	113,870	20,000	
RESOURCES EXPENDED					
Costs of generating funds					
Fundraising trading; cost of goods sold and other costs	75,970	57,870	75,970	-	3
Charitable activities					
Greenhouse and garden maintenance	4,567	14,504	4,567	-	
Schools project	-	726	-	6,241	
Education project	-	-	-	4,522	
Governance costs	880	235	880	-	
Other resources expended	38,038	11,742	38,038	-	
Total resources expended	119,455	85,077	119,455	10,763	
NET INCOMING/(OUTGOING) RESOURCES					
(5,585)	3,652	(1,655)	(5,585)	9,237	
RECONCILIATION OF FUNDS					
Total funds brought forward	15,442	23,338	15,442	6,241	
TOTAL FUNDS CARRIED FORWARD	9,857	21,683	9,857	15,478	

The notes form part of these financial statements

	2009	2008			
FIXED ASSETS					
Tangible assets	10,729	10,443			
CURRENT ASSETS					
Stocks	1,360	1,360			
Cash at bank	8,039	11,170			
	9,399	12,530			
CREDITORS					
Amounts falling due within one year	(10,271)	(11,510)			
	(1,239)	(1,290)			
NET CURRENT ASSETS/(LIABILITIES)					
	15,478	14,606			
TOTAL ASSETS LESS CURRENT LIABILITIES					
	9,857	25,335			
NET ASSETS					
	9,857	21,683			
FUNDS					
Unrestricted funds	10	15,442			
Restricted funds		6,241			
TOTAL FUNDS					
		21,683			

The financial statements were approved by the Board of Trustees on 21 October 2009 and were signed on its behalf by:

Graham Walker - Trustee



Notes to the Financial Statements for the Year Ended 31 March 2009

1. ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Charities Act 1993 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources
All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended
Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Kitchen equipment	-25% on reducing balance
Marquee	-25% on reducing balance
Computer equipment	-33% on reducing balance

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

Taxation
The charity is exempt from tax on its charitable activities.

Fund accounting
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. ACTIVITIES FOR GENERATING FUNDS

	2009	2008
	£	£
Fundraising event income	23,561	17,486
Shop income	1,135	3,697
Tea room income	64,963	46,436
	<u>89,659</u>	<u>67,619</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2009

3. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	2009	2008
Opening stock	1,360	-
Closing stock	(1,360)	(1,360)
Trustees' remuneration etc	19,614	-
Staff costs	4,335	23,401
Cost of fundraising events	17,555	13,773
Cost of shop goods	1,311	3,387
Tea room costs	29,514	15,092
Depreciation	3,641	3,577
	<u>75,970</u>	<u>57,870</u>

£
as restated
2008

4. TRUSTEES' REMUNERATION AND BENEFITS

	2009	2008
Trustees' salaries	42,000	-
Trustees' social security	3,990	-
	<u>45,990</u>	<u>-</u>

£
as restated
2008

Trustees' Expenses
There were no trustees' expenses paid for the year ended 31 March 2009 nor for the year ended 31 March 2008.

5. STAFF COSTS

	2009	2008
Wages and salaries	46,335	23,401
Social security costs	3,990	-
	<u>50,325</u>	<u>23,401</u>

£
as restated
2008

6. PRIOR YEAR ADJUSTMENT

The charity has had to move from receipts and payments accounting to accruals accounting since its turnover now exceeds £100,000. Adjustments have been made to comparatives drawn from last year's accounts where necessary.

£3,000 of funding from the Barclaycard local communities project was incorrectly included in last year's accounts within restricted funds. The comparative has been restated to show the funding credited instead to general reserves.

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10. MOVEMENT IN FUNDS

	Net movement in funds	At 1/4/08 £	movement in funds £	At 31/3/09 £
Unrestricted funds				
General fund	15,442	(5,585)	9,857	
Restricted funds				
Schools project	6,241	(6,241)	-	
Education project	-	15,478	15,478	
	6,241	9,237	15,478	
TOTAL FUNDS	21,683	3,652	25,335	
Net movement in funds, included in the above are as follows:				
	Incoming resources £	Resources expended £	Movement in funds £	
Unrestricted funds				
General fund	113,870	(119,455)	(5,585)	
Restricted funds				
Schools project	-	(6,241)	(6,241)	
Education project	20,000	(4,522)	15,478	
	20,000	(10,763)	9,237	
TOTAL FUNDS	133,870	(130,218)	3,652	

Detailed Statement of Financial Activities
for the Year Ended 31 March 2009

	2009	2008	as restated	£
INCOMING RESOURCES				
Voluntary income				
Greenhouse donations	2,565	-	-	-
Sundry donations	6,758	3,188	3,188	-
Grants	33,280	9,967	9,967	-
Subscriptions	1,608	2,648	2,648	-
	<u>44,211</u>	<u>15,803</u>		
Activities for generating funds				
Fundraising event income	23,561	17,486	17,486	-
Shop income	1,135	3,697	3,697	-
Tea room income	64,963	46,436	46,436	-
	<u>89,659</u>	<u>67,619</u>		
Total incoming resources	<u>133,870</u>	<u>83,422</u>		
RESOURCES EXPENDED				
Fundraising trading: cost of goods sold and other costs				
Opening stock	1,360	-	-	-
Trustees' salaries tea room	18,000	-	-	-
Trustees' social sec tea room	1,614	-	-	-
Team room wages	4,335	23,401	23,401	-
Cost of fundraising events	17,555	13,773	13,773	-
Cost of shop goods	1,311	3,387	3,387	-
Tea room costs	29,514	15,092	15,092	-
Kitchen equipment depreciation	3,115	2,844	2,844	-
Marquee depreciation	333	444	444	-
Computer equipment	193	289	289	-
Closing stock	(1,360)	(1,360)	(1,360)	-
	<u>75,970</u>	<u>57,870</u>		
Charitable activities				
Greenhouse and garden	4,567	14,504	14,504	-
Schools project funding return	6,241	726	726	-
Education project	4,522	-	-	-
	<u>15,330</u>	<u>15,230</u>		
Governance costs				
Accountancy	880	235	235	-
Support costs				

This page does not form part of the statutory financial statements

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2009**

	2009	2008 as restated £
Management		
Trustees' salaries	24,000	-
Trustees' social security	2,376	-
Rent, rates and utilities	3,679	1,700
Insurance	951	932
Telephone	1,331	892
Postage and stationery	3,918	2,744
Sundries	590	24
Repairs and maintenance	1,193	5,450
Total resources expended	38,038	11,742
	130,218	85,077
Net income/(expenditure)	3,652	(1,655)

This page does not form part of the statutory financial statements