

**Constantine Enterprises Company  
Report of the Trustees and  
Unaudited Financial Statements For The Year Ended 30 September 2009**

DRAFT

**Constantine Enterprises Company**  
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**For The Year Ended 30 September 2009**

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DRAFT

**Constantine Enterprises Company**  
**Report of the Trustees**  
**For The Year Ended 30 September 2009**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 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 Company number**

3554035 (England and Wales)

**Registered Charity number**

1071856

**Principal and Registered office**

The Tolmen Centre  
Fore Street  
Constantine  
Falmouth  
Cornwall  
TR11 5AA

**Trustees**

J H Clitherow (resigned 6 May 2009)  
J Meadows  
Mrs M E Moore  
C L Pugh  
R E Just  
P H Tatham  
Mrs G Shaw  
Mr R Thomas

**Company Secretary**

C L Pugh

**Solicitors**

Nalders and Son  
49 Arwenack Street  
Falmouth  
Cornwall  
TR11 3LB

**Reporting accountants**

Hodgsons  
Chartered Accountants  
48 Arwenack Street  
Falmouth  
Cornwall  
TR11 3JH

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Constantine Enterprise Company is a charitable company limited by guarantee not having a share capital. It was incorporated on 28th April 1998 and is governed by its memorandum and articles. It has been registered as a Development Trust. The charity was registered with the Charities Commission on 6th October 1998.

**Appointment of Trustees and Trust organisation**

The trust is run on a voluntary basis by the elected trustees. The members at the AGM appoint the trustees who hold at least three meetings throughout the year. The Company (CEC) is run by the trustees with decisions being taken at these board meetings. The Trust must be run with no fewer than three trustees and at least one third of the appointed trustees must be present to be quorum. The trustees appoint the Chairman. All trustees have one vote at board meetings and where equality of votes arises the Chairman shall have the casting vote. All members over the age of eighteen are eligible to put themselves forward as trustees. All trustees are appointed by the board and approved at the AGM. New trustees are inducted into the working of the charity.

**Organisational structure**

There are two principal organising groups - the CEC and its wholly owned subsidiary the TOC. Each has a board of directors (trustees). The membership of the CEC board is printed at the start of this report. The TOC Directors at 30 September 2009 were Mrs B Pugh, C L Pugh, Mrs M E Moore, J D Welch and Mrs T Clowes. Separate accounts for the TOC as well as the accounts for the CEC are to be presented at the joint AGM.

**Constantine Enterprises Company**  
**Report of the Trustees**  
**For The Year Ended 30 September 2009**

**Risk management**

Both CEC and TOC have undertaken a review of risks to which the Charity is exposed. There is an ongoing process of Risk Assessment at all levels of the operation. In addition, a full insurance policy is in operation to cover the activities and assets of the Charity and a separate policy covers the activities of the Trustees.

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The trustees have complied with the duty in Section 4 of the Charities Act 2006 and have had due regard to public benefit guidance published by the Charity Commission in setting the activities required to meet its objectives.

The main objective of the trust is to progress projects for the benefit of the village community and the parish of Constantine.

**Volunteers**

The successful running of the Tolmen Centre depends on the immense time contribution provided by a large body of volunteers. The work that they carry out in administration duties, fundraising, organising events and operating the Tolmen Centre enables the charity to achieve its objectives.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The charity continues to promote and progress initiatives for the benefit of the village community. The Tolmen Centre – which is the principal focus of the charity – continues to develop successfully and has been able to deliver an improved level of service to the community in several directions, each of the five strands of activity continuing successfully, these being:

1. Hiring, Letting and Activities within the Centre
2. Arts and Performances
3. Café Tolmen
4. Archetype Printing and Gweder Myras
5. Heritage Centre

Financial stability has been maintained at a satisfactory level – principally as a result of the continued success of Barbara Pugh's Café Tolmen – which continues to be responsible for a larger part of the general income – as well as delivering social and community benefits.

A good range of activities have been taking place regularly in the building – among them Pilates, Yoga, a Beauty Therapy Centre, Language and other classes, Amateur Drama, Life Drawing, Art exhibitions – and recently an Arts and Crafts Gallery/Studio in the Vestry. Small but significant additions are a miniature – free – library and DVD borrowing facility, and free broadband internet access. We now fund the operating costs of the excellent village website [www.constantinecornwall.com](http://www.constantinecornwall.com) – another credit to the village and to its unpaid webmaster. The Tolmen Centre is also becoming a popular venue for weddings parties, social functions, and a variety of meetings and public events.

As well as the well supported programme of Performances – Drama, Dance, Music, Comedy – including our many Community concerts and productions – a regular screening of films now takes place using our own projection equipment. The Tolmen Centre now has a county wide reputation as a venue for the performed arts which we deem an achievement to celebrate in a village of the size of Constantine. The theatre is also a popular rehearsal space for several of Cornwall's premier drama, dance and music companies – broadening the platform of usage beyond simple performance for audiences, and consolidating our position within the county's performed arts network. All these things allow us to claim delivery of an exceptional level of arts, culture and entertainment in a small isolated rural village with few alternative sources of provision.

Archetype and the Heritage Centre continue to provide (without charge) the range of benefits to the community to which we have all become accustomed with Bob Mynett and Tracey Clowes as ever the stalwarts of these two important parts of the CEC activities. For such a small village to boast its own well produced newspaper and widely praised museum is surely remarkable and worthy of celebration.

Transition Constantine has taken on a formal identity as part of the CEC and several significant projects are being undertaken towards community sustainability.

**Constantine Enterprises Company**  
**Report of the Trustees**  
**For The Year Ended 30 September 2009**

**Charitable activities - continued**

The Charity has faced a more difficult economic environment in the past year, with consumer spending under pressure, this reflecting both on trading conditions and on fundraising prospects. Nevertheless, we remain financially stable, supported as ever by massive voluntary contributions of time.

Towards the end of the year we were pleased to receive a substantial 'Awards for All' grant towards several strands of building maintenance which will take place over the following year. Such occasional grant aid enables the generated trading income to be used for other improvements to the Centre's facilities. Thus the theatre facilities are being steadily upgraded, as is the kitchen and catering capability. This is a thoroughly virtuous circle which leads in turn to better levels of income from hiring and better provision to hirers, audiences and users alike.

We continue to operate almost entirely based on volunteer help, given in large volumes by a wide range of individuals for the good of the community, though the main workload is shouldered by a relatively small number of very dedicated – and effective – individuals. We receive little or no external support financially, but aided by all the willing helpers we continue to bring many good things to the community – things which would be unlikely to happen through other channels or if salaries were paid to all who work for the Charity. Grateful thanks are extended to all the helpers whose time so freely given allows this to happen.

**STATEMENT OF TRUSTEE'S RESPONSIBILITIES**

The Trustees are responsible for preparing 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. Under that law the Trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position on the charitable company and to 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.

**ON BEHALF OF THE BOARD:**

.....  
C L Pugh – Secretary

Date:

## **Report of the Accountants to the Trustees of Constantine Enterprises Company**

I report on the accounts of the company for the year ended 30 September 2009 which are set out on pages five to eleven.

### **Respective responsibilities of trustees and examiner**

The Trustees (who are also directors of the company for the purposes of company law) 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 (and 1993 Act) and that an independent examination is needed.

Having satisfied myself that the Charity is not subject to audit under company law and is eligible for independent examination, 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 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 the seeking of explanations for you as trustees concerning 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 statement below.

### **Independent examiner's statement**

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

- which gives me reasonable cause to believe that, in any material respect, the requirements
  - a) to keep accounting records in accordance with section 386 of the Companies Act 2006;
  - b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

J P D Hodgson BA (Hons) ACA  
Hodgsons  
Chartered Accountants  
48 Arwenack Street  
Falmouth  
Cornwall  
TR11 3JH

Date:

Constantine Enterprises Company

Statement of Financial Activities  
(Including Income and Expenditure Account)  
For The Year Ended 30 September 2009

	Notes	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		-	-	-	400
Activities for generating funds	2	739	-	739	1,785
Investment income	3	3,702	-	3,702	2,544
<b>Incoming resources from charitable activities</b>					
Heritage Collection		3,665	-	3,665	1,182
Hirings and lettings		1,122	-	1,122	1,200
Archetype		2,429	-	2,429	2,083
School reunion		-	-	-	-
Parish Plan		200	-	200	-
Awards For All		-	10,000	10,000	-
Other charitable activities		630	-	630	-
<b>Other charitable income</b>		<u>1,420</u>	<u>-</u>	<u>1,420</u>	<u>-</u>
<b>Total incoming resources</b>		13,907	10,000	23,907	9,194
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Fundraising costs		-	-	-	166
<b>Charitable activities</b>					
Renovation project		-	13,324	13,324	13,324
Heritage Collection		3,396	24	3,420	2,834
Tolmen Centre improvements		2,909	-	2,909	1,600
Blackout curtains		-	413	413	516
Hirings and lettings		-	-	-	356
Archetype		2,860	-	2,860	2,348
Parish Plan		-	-	-	105
Other charitable activities		1,643	-	1,643	1,922
Vat repayable		569	-	569	-
<b>Governance costs</b>	4	<u>990</u>	<u>-</u>	<u>990</u>	<u>1,064</u>
<b>Total resources expended</b>		<u>(12,367)</u>	<u>(13,761)</u>	<u>(26,128)</u>	<u>(23,879)</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		1,540	(3,761)	(2,221)	(14,685)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		24,232	167,043	191,275	205,960
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>25,772</u>	<u>163,282</u>	<u>189,054</u>	<u>191,275</u>

**Constantine Enterprises Company**

**Balance Sheet  
At 30 September 2009**

	Notes	Unrestricted funds £	Restricted funds £	2009 Total funds £	2008 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	5,526	153,282	158,808	174,221
Investments	9	<u>1</u>	<u>-</u>	<u>1</u>	<u>1</u>
		5,527	153,282	158,809	174,222
<b>CURRENT ASSETS</b>					
Debtors	10	4,940	-	4,940	3,980
Cash at bank		<u>16,295</u>	<u>10,000</u>	<u>26,295</u>	<u>14,063</u>
		21,235	10,000	31,235	18,043
<b>CREDITORS</b>					
Amounts falling due within one year	11	(990)	-	(990)	(990)
		<u>20,245</u>	<u>10,000</u>	<u>30,245</u>	<u>17,053</u>
<b>NET CURRENT ASSETS</b>					
		25,772	163,282	189,054	191,275
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>25,772</u>	<u>163,282</u>	<u>189,054</u>	<u>191,275</u>
<b>NET ASSETS</b>					
		<u>25,772</u>	<u>163,282</u>	<u>189,054</u>	<u>191,275</u>
<b>FUNDS</b>					
Unrestricted funds	12			25,772	24,232
Restricted funds				<u>163,282</u>	<u>167,043</u>
<b>TOTAL FUNDS</b>					
				<u>189,054</u>	<u>191,275</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2009.

The trustees have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2009 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 386 and 387 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on

and were signed on its behalf by:

.....  
Mrs M E Moore - Trustee

**Constantine Enterprises Company**  
**Notes to the Financial Statements**  
**For The Year Ended 30 September 2009**

**1. ACCOUNTING POLICIES**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting by Charities" (SORP 2005). This is a departure from the statutory format of accounts, but is required by s226(5) of the Companies Act 2006 to enable the accounts to show a true and fair view. The principal accounting policies, which the directors have adopted within the convention, are set out below.

**Exemption from preparing consolidated financial statements**

The financial statements contain information about Constantine Enterprises Company as an individual charity and do not contain consolidated financial information as the parent of a group. The charity is exempt under Section 248 of the Companies Act 2006 from the requirements to prepare consolidated financial statements.

**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. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

**Tangible fixed assets**

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

Freehold property	-5% on cost
Fixtures and fittings	-20% on reducing balance
Heritage Fittings and equipment	-33% on cost
Plant and machinery	-33% on cost

Tangible fixed assets are shown at cost. Only costs above £250 are capitalised.

**Taxation**

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

**Fund accounting**

The unrestricted fund has arisen through general fundraising, unrestricted donations and surpluses from the pursuing charity's objectives. 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. The costs of raising and administering such funds are charges against the specific fund.

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

**Investments**

Fixed asset investments are stated in the financial statements at cost.

**2. ACTIVITIES FOR GENERATING FUNDS**

	2009	2008
	£	£
Fundraising events	<u>739</u>	<u>1,785</u>

**3. INVESTMENT INCOME**

	2009	2008
	£	£
Gift aid from subsidiary	3,660	2,347
Bank interest	<u>42</u>	<u>197</u>
	<u>3,702</u>	<u>2,544</u>

**Constantine Enterprises Company**

**Notes to the Financial Statements - continued  
For The Year Ended 30 September 2009**

**4. GOVERNANCE COSTS**

	2009	2008
	£	£
Reporting accountants' fee	990	945
Reporting accountants - other fees	<u>-</u>	<u>119</u>
	<u>990</u>	<u>1,064</u>

**5. NET INCOMING/(OUTGOING) RESOURCES**

Net resources are stated after charging/(crediting):

	2009	2008
	£	£
Reporting accountants' fee	990	945
Depreciation - owned assets	15,413	16,583
Profit on disposal of asset	<u>-</u>	<u>(50)</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 30 September 2009 nor for the year ended 30 September 2008.

**Trustees' Expenses**

There were no trustees' expenses paid for the year ended 30 September 2009 nor for the year ended 30 September 2008.

**7. STAFF COSTS**

	2009	2008
	£	£
Wages and salaries	<u>-</u>	<u>-</u>

**8. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Heritage Fittings and equipment £	Plant and machinery £	Totals £
<b>COST</b>					
At 1 October 2008 and 30 September 2009	266,483	22,501	23,126	3,048	315,158
<b>DEPRECIATION</b>					
At 1 October 2008	101,527	13,541	23,102	2,767	140,937
Charge for year	<u>13,324</u>	<u>1,792</u>	<u>24</u>	<u>273</u>	<u>15,413</u>
At 30 September 2009	<u>114,851</u>	<u>15,333</u>	<u>23,126</u>	<u>3,040</u>	<u>156,350</u>
<b>NET BOOK VALUE</b>					
At 30 September 2009	<u>151,632</u>	<u>7,168</u>	<u>-</u>	<u>8</u>	<u>158,808</u>
At 30 September 2008	<u>164,956</u>	<u>8,960</u>	<u>24</u>	<u>281</u>	<u>174,221</u>

**Constantine Enterprises Company**

**Notes to the Financial Statements - continued  
For The Year Ended 30 September 2009**

**9. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1 October 2008 and 30 September 2009	<u>1</u>
 <b>NET BOOK VALUE</b>	
At 30 September 2009	<u><u>1</u></u>
At 30 September 2008	<u><u>1</u></u>

There were no investment assets outside the UK.

The company's investment at the balance sheet date in the share capital of companies consists of the following:

**The Tolmen Operating Company Limited**

Nature of the business: Trading aspects of the Tolmen Centre including the café

Class of shares	% holding
Ordinary	100

The results for the period ended 30 September 2009 are as follows:

	£
Capital and reserves	1
Profit before gift aid	3,660

**10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2009	2008
	£	£
Amounts due from subsidiary	4,940	3,627
Other debtors	<u>-</u>	<u>353</u>
	<u><u>4,940</u></u>	<u><u>3,980</u></u>

**11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2009	2008
	£	£
Other creditors	<u>990</u>	<u>990</u>

Constantine Enterprises Company

Notes to the Financial Statements - continued  
For The Year Ended 30 September 2009

12. MOVEMENT IN FUNDS

	At 1.10.08 £	Net movement in funds £	Transfers between funds £	At 30.9.09 £
<b>Unrestricted funds</b>				
General fund	16,400	763	-	17,163
<b>Designated funds</b>				
Heritage Collection	6,500	1,208	-	7,708
Archetype	1,332	(431)	-	901
	<u>7,832</u>	<u>777</u>	-	<u>8,609</u>
<b>Restricted funds</b>				
Renovation fund	164,956	(13,324)	-	151,632
Heritage fund	24	(24)	-	-
Blackout curtains	2,063	(413)	-	1,650
Awards For All	-	10,000	-	10,000
	<u>167,043</u>	<u>(3,761)</u>	-	<u>163,282</u>
<b>TOTAL FUNDS</b>	<u>191,275</u>	<u>(2,221)</u>	-	<u>189,054</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	6,874	(6,111)	763
<b>Designated funds</b>			
Heritage Collection	4,604	(3,396)	1,208
Archetype	2,429	(2,860)	(431)
	<u>7,033</u>	<u>(6,256)</u>	<u>777</u>
<b>Restricted funds</b>			
Renovation fund	-	(13,324)	(13,324)
Heritage fund	-	(24)	(24)
Blackout curtains	-	(413)	(413)
Awards For All	10,000	-	10,000
	<u>10,000</u>	<u>(13,761)</u>	<u>(3,761)</u>
<b>TOTAL FUNDS</b>	<u>23,907</u>	<u>(26,128)</u>	<u>(2,221)</u>

**Constantine Enterprises Company**

**Notes to the Financial Statements - continued  
For The Year Ended 30 September 2009**

**12. MOVEMENT IN FUNDS - continued**

**RESTRICTED FUNDS**

**Renovation fund** - This fund represents grants, donations and fundraising received specifically to meet expenditure to renovate The Tolmen Centre in Constantine. The grants received for this specific purpose are recognised in full as income when they become receivable. The related property expenditure has been capitalised as a fixed asset. The annual depreciation charge of this property is set against the renovation fund surplus.

**Heritage fund** - This fund represents donations and grants given specifically for the development and the running of the heritage collection and trail.

**Blackout Curtains** - A grant was received for the purchase of blackout curtains for The Tolmen Centre. These curtains have been capitalised and the annual depreciation charge will be set against this fund.

**Tolmen Centre improvements** - A grant was received for improvement to the Tolmen Centre, namely to update the kitchen, replace windows and provide IT equipment. At the year end all money had been spent by the charity.

**Awards For All** – A composite capital improvement grant was received for improvement to the Tolmen Centre. No amounts had been spent in the year.

**DESIGNATED FUNDS**

**Heritage Collection** – This fund represents the income received during the year net of expenses incurred in relation to the Heritage Museum activities undertaken at the Tolmen Centre. The funds have been earmarked by the Charity for future Heritage expenditure.

**Archetype** – This represents the excess income over expenditure of the printing activities of the Charity. The Trustees have designated the future of these funds to be utilised by the Archetype activities.

**13. RELATED PARTY DISCLOSURES**

**Control**

Ultimate control is exercised by the directors as shown on page 1.

**Transactions**

At 30 September 2009 the charity was owed £4,940 from its wholly owned subsidiary The Tolmen Operating Company Limited (2008: £3,627).