

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE  
AND A REGISTERED CHARITY)**

**TRUSTEES ANNUAL REPORT AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2009**

**REGISTERED NUMBER: 3939332  
REGISTERED CHARITY NUMBER: 1106623**

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

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FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2009**

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**THE TRUST FOR DEVELOPING COMMUNITIES  
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**TRUSTEES' ANNUAL REPORT**

The Trustees (who also act as Directors for Companies Act purposes) have pleasure in presenting their report and financial statements for the year ended 31 March 2009.

The Trustees believe that the financial statements comply with current statutory requirements, the Charity's governing document and the Statement of Recommended Practice.

**Directors**

Mrs. Fabia Bates  
Mr. Paul Bramwell  
Mrs. Jill Brookes (from 6<sup>th</sup> November 2008)  
Mr. Robert Brown  
Miss Valerie Chisholm  
Ms Judith Cousin  
Mr. Mark Drayton  
Revd. Rachel Gouldthorpe  
Dr. Anthony Janio  
Mr. Dominic Lafont  
Mrs. Farah Mohebati  
Mrs. Eileen O'Leary  
Mr. Roy Taylor  
Revd. Stephen Terry (from 6<sup>th</sup> November 2008)

**Secretary**

Mr Barry Hulyer

**Company Number**

3939332

**Charity Number**

1106623

**Staff at 31 March 2009**

Barry Hulyer	Chief Executive
Joanna (Jo) Martindale	Projects Manager
Jenny Moore	Projects Manager
Linda Saltwell	Development Worker (Projects)
Catherine Mitchell	Community Development Worker, Bevendean – on maternity leave
Adam Muirhead	Community Worker with Young People, Bevendean
Stephen Andrews	Community Participation Worker, New Larchwood, Coldean
Sue Hes	Community Development Worker, Queen's Park & Craven Vale
Claire Burchell	Community Worker with Young People, Queen's Park & Craven Vale
Lorette Mackie	Community Development Worker, Portslade
Tony Silsby	Community Development Worker, Bevendean – maternity leave cover.
Katharine Trevelyan	Administrator and Office Manager
Gill Sweeting	Financial Administrator

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**TRUSTEES ANNUAL REPORT – continued**

**Registered Office** Wavertree House  
Somershill Road  
Hove  
BN3 1RN

**Independent Auditors**  
Clark Brownscombe  
8 The Drive  
Hove  
BN3 3JT

**Bankers** CafCash  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent, ME19 4TA

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Trust for Developing Communities was incorporated as a company limited by guarantee on 3 March 2000 and received charitable status on 5 November 2004.

Its governing document is its Memorandum and Articles of Association dated 3 March 2000, as amended at an Extraordinary General Meeting held on Thursday 12 December 2002 and again at the Annual General Meeting held on 20 October 2004.

**Board Membership**

The Trustees when complete shall consist of at least 5 and not more than 15 individuals. One third of the Trustees must retire at each Annual General Meeting, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A Trustee retiring under this Article may stand for re-election.

The Board meets six times a year, receiving reports from the staff and from its two Sub-Committees, and keeping an overall eye on the work of the Trust. The Minutes and papers for the Board meetings are also circulated to the staff to keep them aware of the decisions being taken by the Board.

At the Trust's AGM in November 2008 three Trustees – Fabia Bates, Revd. Rachel Gouldthorpe and Dominic Lafont - stood down in accordance with the Trust's Memorandum and Articles of Association and offered themselves for re-election. Two new nominations to the Board had been received. These were from Jill Brookes and the Revd. Stephen Terry and following a ballot all five were elected to the Board.

At the first Board meeting after the AGM Fabia Bates was re-elected as Chair of the Board and Roy Taylor was re-elected as Vice Chair.

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**TRUSTEES ANNUAL REPORT – continued**

**Sub-Committees of the Board**

The Personnel and Employment Sub-Committee, chaired by Paul Bramwell, has met as the need has arisen and the Finance Sub-Committee had met on a regular basis to ensure that the Trust's financial affairs are in good order. Following David Nicholls untimely death, reported in our last Annual Report, Fabia Bates chaired meetings of the Finance Sub-Committee. In May 2009 Stephen Terry agreed to take on the Chair of the Sub-Committee and to act as temporary Treasurer.

**Major Risks**

The Directors regularly consider the major risks to which the company is exposed and are confident that controls are in place to mitigate those risks (see Risk Policy on page 5)

**Organisational structure and how decisions are made**

The Minutes of Sub-Committee meetings are circulated to the Board and received by them, and decisions are taken in relation to their recommendations. The Board sets policy, agrees the annual budget (following recommendation from the FSC) and takes decisions on major matters that arise. The Board meets on a two-monthly basis when it receives detailed reports from the Chief Executive on work in progress and opportunities arising and takes the necessary decisions.

The Chief Executive makes day-to-day decisions and meets with the Chair to discuss any forthcoming issues between Board meetings.

**Trustees, recruitment and appointment**

A third of the Board of Trustees retires each year by rotation and the retirees are eligible to stand for re-election. Throughout the year the staff encourage people within the neighbourhoods where they work to take up membership of the Trust, and, as the AGM approaches, to put themselves forward for election to the Board of Trustees. This approach has had some success.

Invitations to the AGM are sent to all members and to a wide range of people within the statutory and voluntary sectors. The covering letters encourage non-members to become members, and non-Trustees to consider standing for election to the Board. There is a range of skills represented on the Board, and a good mix of different sections of the community, and no major deficiencies have been identified.

**Induction and training of Trustees**

Before even standing for election, Trustees are generally fully informed, by way of one-to-one discussion, of the aims and purposes of the Trust's work and potential trustees are only encouraged to stand if they are fully in agreement with these and wish to join collectively in working towards them. Some trustees have been elected at an AGM, following the completion of a nomination form, without prior discussion with current staff or trustees. In that case, the one-to-one conversation will take place as soon as possible afterwards.

All new trustees are provided with background information about the Trust and the responsibilities of being a charity trustee and they are required to sign a form indicating that they have understood this information and are legally entitled to act as a charity trustee.

New trustees are offered a 'mentor' or 'buddy' from within the current trustees, to support them through their initial stages of trustee-ship, if they so wish.

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**TRUSTEES ANNUAL REPORT – continued**

**Relationships with related parties, including key partnerships**

The Trust is a member of the national Urban Forum, the South of England Open College Network, RAISE, Community Development Exchange, Brighton & Hove Business Community Partnership and the Brighton & Hove Community & Voluntary Sector Forum.

Through the Forum the Chief Executive, Barry Hulyer, served on the Brighton & Hove Economic Partnership, the Brighton & Hove Waste Management Panel, the Stronger Communities Partnership Board, the Brighton & Hove Change Up Consortium and the Neighbourhood Renewal Sub-Group of the Local Strategic Partnership.

The latter has since been wound up and the Trust is now involved in its successor for the furtherance of neighbourhood issues called the Stronger Neighbourhoods Group.

The Trust works with the Brighton & Hove Working Together Project, with the Hangleton & Knoll Project, the Sussex Community & Voluntary Sector Learning Consortium, the Sussex Learning Network and with a range of community organisations in the various neighbourhoods in which it works, as detailed elsewhere in this report. It also works very closely with the Brighton and Sussex Universities.

The Trust has worked closely with SCIP (Sussex Community Internet Project) on the development of its own website and workers in the various neighbourhoods have called on SCIP's expertise for the development of neighbourhood and neighbourhood group websites.

A new development in 2008-2009 has been the introduction of government's Area Based Grant, administered by Brighton & Hove City Council, for which the Trust has been commissioned to provide community development work across the city. As a result the Trust worked with Serendipity, NewmanFrancis Ltd. and the Hangleton & Knoll Project to whom some of the work covered by the funding will be outsourced. The Trust's Chief Executive and its Projects Managers have close working links with the officers of the city council and with many of its elected members.

For 2009-2010, the Trust will be working directly in Moulsecoomb (the area previously covered by NewmanFrancis) and Kaye Duerdoth, the NewmanFrancis worker in Moulsecoomb, has been seconded to work for the Trust in a Project Manager capacity throughout the city, and a new community development worker, Sofie Cadwallader, has been recruited to work in Moulsecoomb.

**Charity's aims and achievements**

The Board believes that its work in the various neighbourhoods and its Working in Community Organisations training courses – as detailed in the following pages – is fully in line with the Trust's objectives. The Trust's whole ethos, which permeates all aspects of its work, is to empower people and this ensures that it works to eliminate unfair discrimination and to encourage equality of opportunity.

**Volunteer involvement**

Volunteer input to the work of the Trust itself mainly consists of the valuable contribution made by the Trustees, whose names are listed on page 1. The Trust also offers opportunities for people to volunteer and gain experience in community development by shadowing and working along side Trust staff in various neighbourhoods. The Trust's staff work with an increasing number of such volunteers in the various communities where they are based, and also seek to increase volunteer participation in the various existing and newly-formed community organisations. Our monitoring figures show that in 2008-2009 the Trust worked with 1,380 local residents who are considered by the Trust to be volunteer 'community activists', volunteering for their own

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independent groups, rather than volunteers of the Trust itself. When recruiting new paid staff to work in any area,

**TRUSTEES ANNUAL REPORT – continued**

the Trust seeks the involvement of at least one volunteer resident in the short listing and interview process. In addition the appointments panel will include a Trustee with knowledge of the geographical area or the nature of the work for which the new member of staff is being sought.

Lyn Strong who volunteered with the Trust in Portslade is no longer working in that capacity and has moved on to chair the Portslade Community Forum. Jacqui Swayne is still heavily involved in Coldean helping out at Public meetings and community consultations and supporting a newly formed Friends of Coldean Parks group. A new volunteer, Hannah Leask, is working in Bevendean on the work to develop a new community building. In Hollingbury, Ellen Robinson, a community activist, continues as a community development trainee.

**Risk Policy**

TDC has developed a risk management strategy as part of the regular review of the risks to which it might be exposed. This process of review informs the creation of any necessary new policies and procedures which serve to mitigate identified risks. We aim to be proactive in addressing risk and to have reporting systems that allow organisational response to be swift and effective. Through our processes risk is identified, measured, mitigated and monitored. We recognise that risk management is an ongoing process and that risk cannot always be eliminated but that with planning and thought it can be controlled and minimised.

We have identified the potential level of risk of a range of factors and those with the highest risk are listed below. However, with the mitigating processes which the Trust has in place, these risks are now identified as being at a low level.

Lack of Strategic Direction and forward planning  
Finance Management  
Failure to deliver agreed work plans to funder  
Failure to deliver agreed work in the community  
Staff sickness  
Local political climate  
Relationship with Funding Agencies.  
Over-reliance on one source of funding  
Staff involved in criminal activity.  
Staff unaware of legal responsibilities re Children's Act  
Work with vulnerable children and older people  
Employment Law  
Health and Safety – Premises, Staff, Volunteers and Events  
Inadequate Insurance cover

**PUBLIC BENEFIT**

In shaping our objectives and planning our activities for the year, the trustees have given consideration to the duties set out in section 4 of the Charities Act 2006 to have due regard to public benefit. In particular, the trustees have considered how the planned activities will contribute to the overall aims and objectives that they have set. The trustees believe that the following paragraphs, specifically on the Aims and Objectives and Activities and Achievements for the year, relate in detail the benefit that the Trust provides to the public.

**OBJECTIVES AND ACTIVITIES**

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The Objects of the Trust ("the Objects") are to further such charitable purposes for the benefit of the inhabitants of economically and socially or socially disadvantaged communities in South East England as the trustees see fit, in particular but not exclusively by:

**TRUSTEES ANNUAL REPORT – continued**

- 1 developing their capacity and skills and advancing education in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society;
- 2 advancing education including, but not limited to the foregoing, the provision of training;
- 3 providing, in the interests of social welfare, facilities for recreation and other leisure-time occupation with the object of improving the conditions of life of the said inhabitants having  
  
need of such facilities by reason of their age, youth, sex, race, infirmity, disablement, sexual orientation, gender, poverty or social or economic circumstances; and
- 4 promoting the elimination of unfair discrimination on the grounds of race, sex or disability and encouraging equality of opportunity.

**ACHIEVEMENTS AND PERFORMANCE**

The Trust continued to grow during the year and at 1<sup>st</sup> April 2009 staff numbers stood at 12 plus the freelance Financial Administrator and a freelance WICO trainer. With the settlement of the Area Based Grant which included work in new areas of the city, further staff were needed and a recruitment process was started early in the new financial year.

**AREA/NEIGHBOURHOOD BASED PROJECTS**

Funding for the Trust's work in the various neighbourhoods of Brighton & Hove was funded from two sources – the Area Based Grant and Community Development Commissioning, both administered by Brighton & Hove City Council. In addition the Trust's work with young people in Bevendean and Queen's Park/Craven Vale was funded by the Youth Service and BBC Children in Need.

**1. Area Based Grant (ABG) funded work**

The Area Based Grant enabled the Trust to continue its neighbourhood work in Bevendean, Portland Road and Clarendon, Portslade and Queen's Park & Craven Vale, as well as city-wide work and new work in Hollingdean. It also covered part of the cost of employing an office-based Administrator and provided the funding for the work outsourced to organisations working in Hangleton & Knoll, Brunswick & Regency, Whitehawk and Moulsecoomb. A short description of each of the projects in which Trust was directly involved is given on pages 26 and 27.

A new worker, Tony Silsby, was appointed to work in **Bevendean** to cover Catherine Mitchell's absence on maternity leave. He has continued her work with Action for Bevendean Community, the Local Action Team, BeCCA, and a large number of small groups and the Holy Nativity Church. Important work has been done with the Buildings Group and a public consultation was carried out. Plans have been drawn up and negotiations concerning planning permission and charitable status are ongoing. The Trust is also calling on the expertise of Charlie Jordan, an external consultant, with regard to the work for a new community centre. Tony Silsby was involved in the annual Bevendean Fun Day and with the newly formed Leybourne Parade Steering Group. The younger children of Bevendean and the LAT have identified this run-down shopping parade as an area which needs renovation. Following consultation on the long-standing problem of road humps, negotiations with the Council have led to most of the residents' concerns being met.



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**TRUSTEES ANNUAL REPORT – continued**

In **Queen's Park & Craven Vale** a highlight of the year was the handing over of the community rooms within the Guinness Trust development on Pankhurst Avenue to a resident management committee, who named the venue The Haven. Sue Hes, the Trust's community development worker supported the group in their work with Guinness Trust on the internal design of the facility and they were delighted with the results. Successful funding bids enabled the purchase of equipment and furniture and a comfortable, welcoming venue has been created.

In Craven Vale The Shed was renamed The Vale Community Centre to reflect its increased use and range of activities and groups on offer, and both community facilities now offer an impressive diary of advice drop-ins, groups, activities and opportunities for affordable hire by local residents.

Ms Hes has supported the QPCV Community Forum and Craven Vale Community Association and attended Queen's Park Community Association meetings when requested. Other groups assisted include the Family Together Outings Group and a Mumz, Dadz & Kidz Group. She was pleased to offer Carol Byard, a second year Community Development Foundation degree student a practical placement. Carol has been helping to develop a gardening club in Craven Vale.

Early in 2009-2010 Ms Hes applied for and was appointed to a new Trust post within a sheltered housing scheme in Peacehaven. It will therefore be necessary to appoint a new worker in Queen's Park/Craven Vale.

In the **Portland Road and Clarendon** area in Hove Jo Martindale was proud to see the opening of the remodelled cafe in Stoneham Park. This was a partnership project between the Trust for Developing Communities and Poets Corner Community Society (PCCS). We raised £30,000 to build an inside, secure seating area for the cafe which until that point had operated only from a kiosk hatch opening. The re-launch of the cafe has allowed it to truly become a social enterprise, turning a small surplus to PCCS. Over the Summer a very successful festival was held, attracting over 2,000 people to the Fundays in the Park and numerous fringe events. The Portland Road and Clarendon Forum has continued to grow and develop and has led work to improve Portland Road, to support the formation of a community website in partnership with the University of Brighton and campaigned around dog fouling. The latter has been such a success that the area is in the process of being the first pilot for PCSOs to enforce the Cleaner Neighbourhoods Act alongside their BHCC colleagues!

In February 2009 Jo Martindale supported the Vallance Community Centre in applying for £10,000 to start an IT project that has seen seven older people trained as skilled volunteers supporting an open IT drop-in in the Centre. This project will develop in the coming year to include the formation of a community newsletter and additional ongoing IT training at the Centre.

Early in 2009-2010 Mrs. Martindale was appointed to the post of Deputy Chief Executive of the Trust and David Allen was recruited as a part-time community development worker for the Portland Road & Clarendon area. He is based at the Talkshop Centre above the community café in Stoneham Park.

In **Portslade** Lorette Mackie continues to support the Portslade Community Forum (PCF) which held a celebration event and an AGM both very well attended. A website has been set up and Forum members administer and update the site. The Forum's Chair sits on the city's Stronger Neighbourhoods Group, which has improved representation for Portslade at a higher level.

The formation of Wickhurst Rise Maisonettes Residents Association, which aims to improve conditions and opportunities in this run down area, was supported and the funding obtained for environmental improvements. Ms Mackie was involved in organising a clean up day and an Estate Action Day and she supported the group to apply for funding for a pantomime trip.

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Other work was involved with Picnic and Play in the Park attended by around 800 people; Portslade Outing Group; Warrior Close Park Survey; partnership working with Active for Life and the Local Action Team.

In the coming year she will be involved with My Play Space work in various parks, supporting local traders to set up an association, another Picnic and Play in the Park, newsletters and continued support for all groups.

During the year Elizabeth (Liz) Lee was appointed as the Trust's Community Development Worker in **Hollingdean**, a new neighbourhood for the Trust. Based in Hollingdean Community Centre, she has worked closely with Hollingdean Development Trust who have part-funded the post.

She obtained funding to take a group of over 50s to Newhaven Fort and afternoon tea. Street Dance classes for 6 to 11 year olds were started in January. She has been involved with a Community Fruit Growing project and fruit bushes and fruit trees have been planted in a space adjacent to the play ground.

Residents wanted a play area on a piece of land next to their flats and also a community garden. Funds have been secured, and, after consultation, work will be commencing shortly on a natural play area and community garden. Mrs. Lee has worked with local skaters to replace an existing skate park, skaters made a 3D model of the new park and helped with the funding application which is soon to be submitted. This is long term project but the skaters have shown tremendous commitment. Mrs. Lee anticipates that 2009-2010 will be just as busy.

The Trust's **citywide work** has involved creating and delivering partnership work around community development. Barry Hulyer has worked closely with the Community & Voluntary Sector Forum, and the plan to introduce a Stronger Communities Partnership and a Stronger Neighbourhoods Group, as devised jointly by our two organisations, has been progressed to fruition. TDC recruited four representatives to sit on the Stronger Neighbourhoods Group, and supports them through briefing meetings before the Group's formal meetings.

Other city-wide work, with partners, has progressed: The Change Up Consortium, Section 106 funding to neighbourhoods, the Economic Partnership, the Pathfinders bid, Participle, Community Development Commissioning 'Outsourcers Group', Community & Voluntary Sector Forum events, the Community Engagement Framework and other developments, including setting LAA (Local Area Agreement) targets around neighbourhood work.

Direct new work with neighbourhood groups has progressed in areas with groups where there is no community development worker engaged, including; Brighton Youth Centre, Woodingdean JAVA Café, St. George's Hall (Moulsecoomb), Saltdean Community Association, Woodingdean Youth Centre, Shoreham Harbour and Rottingdean Local Action Team.

Linkages around neighbourhood working with new partners has been developed, including work with; The Carers Centre, Age Concern, Mosaic, Working Together Project, Impetus, CUPP, University of Sussex, SCIP and others.

The Trust's new Projects Manager, Rosaria Gracia's work has evolved in five main areas, some covered by ABG funding and some by CDC monies.

She supervised two members of the staff, was the main person involved in the planning and delivery of an Away Day, involving Trust staff and Trustees. She undertook the booking of external speakers for the internal team meetings and arranged training as applicable.

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She was involved in fundraising: supporting, preparing and submitting applications to support the development of the building in Bevendean, the carnival in Woodingdean, the community development worker in Woodingdean, the development of a volunteering learning unit, health related projects in New Larchwood and young people's work.

Dr Gracia has been heavily involved in entering content for the Trust's new website, liaising with designers and host organisations for the launch of the site and writing articles about the Trust's work. She has worked in evaluating and researching: the New Larchwood project through the establishment and initiation of an evaluation exercise partly funded by CUPP (Community University Partnership Programme) and Brighton & Hove Adult Social Care and Health; and in writing and launching the Woodingdean Neighbourhood Action Plan.

Dr Gracia started maternity leave in June 2009.

**2. Community Development Commissioning (CDC) funded work**

Community Development Commissioning funded the Trust's work in Coldean, Hollingbury, New Larchwood in Coldean, and the production of a Neighbourhood Action Plan for Woodingdean.

Projects Manager, Jenny Moore, as well as managing four projects, particularly those involving work with young people, undertook direct community development work in **Coldean**. She helped the Tenants and Residents Association to secure a grant to create and maintain the new Coldean website. Designed in partnership with SCIP (Sussex Community Internet Project) this is a great success, visit [www.coldean.org.uk](http://www.coldean.org.uk).

Friends of Wolseley Road Park, supported by TDC volunteer Jacqui Swayne, have achieved practical improvements to the park and raised funds to run three events for children to encourage positive play and use of the facility. The group (now called Friends of Coldean Parks) is eager to work with TDC and the Council on further park improvements.

Work with Coldean Local Action Team resulted in door knocking in under represented areas to identify the area's three top community safety concerns, public meetings were held and an action plan with appropriate service providers. The LAT's new committee has active representatives from both Stanmer and Coldean. They have had successes in environmental improvements and wish to continue to work on traffic calming measures.

Other successes have been the new library with computer suite and regular courses, various bespoke training happening in the area, governance support and funding raising support to Coldean Colts Football Group, Coldean Festival and Residents Association.

Mrs. Moore resigned from the Trust's employment in July 2009 and her work in Coldean is being continued by newly appointed community development worker Kalishia Le Coutre who is based in New Larchwood.

Steve Andrews continued his work with the older people of Coldean, particularly users of **New Larchwood**, a development which incorporates community facilities and a sheltered housing scheme. The success of this venture led to the Trust being approached by East Sussex County Council to employ a similar worker in a scheme they were proposing in Peacehaven. During the early part of 2009-2010 recruitment for the Peacehaven post was undertaken and Sue Hes was appointed.

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In Coldean, Steve Andrews has been encouraging healthy eating and inter-generational work via open days with the Allotment Group and Affordable Supper/Games Evenings, this process has resulted in the Community Café being given a Healthy Choice Gold Award. New Larchwood and the reminiscence activities have been given a high profile by a fabric Tea Set art installation in partnership with WRVS and Same Sky and several student placement volunteers have assisted in activities and written positive reports about the time spent among the community in Coldean. The Art Group has increased in numbers and in confidence and Steve Andrews has assisted them with a successful funding application for materials and an exhibition.

Linda Saltwell's work in **Hollingbury** during 2008/09 focused on developing the Local Action Team into a representative forum, the newsletter group producing three editions of Hollingbury Hello and the Carden Park Play Area Renewal Project getting underway. Now Chaired by a local person, the LAT in Hollingbury was very active last year, primarily tackling the problem parking and traffic issues around Carden Primary School and the beginning of 2009 saw a new 20mph speed limit come into force. The newsletter group has become much stronger, becoming increasingly independent from the Trust's development worker and gaining several new people on the distribution and proof reading teams. The HAPPI (Hollingbury Active Parents for Park Improvement) group, working on the play area project, have been meeting together and in partnership with the council for over a year now and are starting to see the rewards of their meticulous developments. Future work in Hollingbury is exciting, with money going into the park area and with it public consultations and new independence for HAPPI.

Before she started her maternity leave, Catherine Mitchell started the process of developing a Neighbourhood Action Plan for **Woodingdean**, drawing up the questionnaire which was delivered to all households and arranging its delivery. The collation of the results and the writing of the resultant NAP was picked up by Rosaria Gracia and Katharine Trevelyan. The report was published in March 2009. The Trust has now been commissioned to continue community development work in Woodingdean and Tony Silsby will be moving into that neighbourhood.

### **3. *Community Work with Young People***

Adam Muirhead and Claire Burchell continued their work with young people in the Bevendean and Queen's Park/Craven Vale areas of the city. In addition to ABG funding via the Youth Support Service, an application for Children in Need funding was successful.

In **Bevendean** Adam Muirhead was working with a newly formed group of young people to put on the summer holiday activities programme, this group has since developed its remit to include putting on regular activities in other term-holidays as well as the summer holidays. If new funding is forthcoming, he plans to work with this group towards its becoming a more generic forum for young people's issues in Bevendean, linking in more closely with other local and city-wide forums. New funding would potentially bring new staff to the area too.

He has also supported two football groups, young women's work, partnership work with the Youth Service to develop detached/outreach sessions, a journalistic group and a photography project which linked in with the Youth Arts Fringe festival this year. In addition his services are available to assist other established local groups.

In the coming year he plans to continue to work in supporting the community to develop further the sporting facilities in Bevendean.

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In **Queen's Park and Craven Vale (QPCV)** over the last year Claire Burchell has worked with a group of young men on a CD music workshop, which allowed them a safe space to explore substance misuse and receive information and support in partnership with two other service providers. From initially only holding a Summer Programme for young people in August, things have now progressed so that with community support diversionary activities are offered locally every half-term. Mrs. Burchell has worked intensively to set up a Youth Committee in Queen's Park to define and deliver weekly Youth Sessions. This group, supported by the adult committee, also raised £5,000 to provide the Haven space with much needed equipment. Support was given to an arts project, which fed into the citywide Youth Arts Fringe Festival; and a small group was helped to attain funding to set up a weekly Gaming Group. Mrs. Burchell worked in partnership to set up multi-generational workshops for all ages to access and enjoy. She has continued to offer sign-posting, promotion and access to City-wide information on a consistent basis, as well as working with other service providers to tackle community defined priorities.

In Bevendean Adam Muirhead works alongside the Trust's Community Development Worker, Tony Silsby, and in Queen's Park/Craven Vale Claire Burchell has worked closely with Sue Hes.

### **Working in Community Organisations**

The Brighton & Hove City Council funded Working in Community Organisations training course mentioned in last year's Annual Report concluded in February 2009. Of the nine students who successfully completed all units, two – David Allen and Kalishia Le Coutre – have since joined the Trust's staff. Another successful student, Tony Silsby, had been recruited in the summer of 2008. Students now have a recognised qualification (OCN Level 3) and the TDC Advanced Diploma in Community Development which will stand them in good stead and enable them to further their careers working in local communities. If the students remain offering their services voluntarily, those services will be much more valuable to their organisations as a result of what they have learned on the course. The WICO course is taught by Barry Hulyer, the Trust's Chief Executive, and Charlie Jordan, an independent trainer. The Trustees have designated a sum of £35,000 in order to run a further WICO course starting later in 2009.

### **ITV donation**

The Trust was amazed and gratified to find itself a recipient of a large donation from ITV, part of the disbursement it was required to make as a result of its Premium Rate Telephone Service compensation scheme. The sum of £55,135 has enabled the Trust to work with a number of communities and the local council to improve local neighbourhood parks. Work with young people in Bevendean and Queen's Park/Craven Vale has enabled the setting up of a number of new youth groups and supported the young people themselves to deliver those projects. The Trust has supported the set-up of three community newspapers, and a community website in Coldean, as well as producing its own newsletter and a website of which the Trust can be proud – [www.trustdevcom.org.uk](http://www.trustdevcom.org.uk). At the time of writing this site was due to go live very shortly. The JAVA Café in Woodingdean is being supported to become a thriving social enterprise. In addition the Trust has been able to be heavily involved in developing a Stronger Neighbourhoods Group to influence public service providers to improve deprived communities and to increase the resources available to them.

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**TRUSTEES ANNUAL REPORT – continued**

**Future Development of the Trust**

Our last Annual Report referred to the need for external assistance to help the Trust to manage the process of developing a meaningful Strategic Plan for the next three or four years. Our approach to the Cranfield Trust led to Sebastian Stachowiak offering his services on a pro bono basis. Following his lengthy consultations with Trustees, staff and partners in the Brighton & Hove area, an Away Day was arranged for staff and Trustees to receive his feedback and to add their further comments. The Board is now waiting for the final outcome of all the consultation processes.

As in 2008-2009, the Trust is again receiving all of Brighton & Hove Council's Area Based Grant for community development and is outsourcing some of the work covered, namely Whitehawk, the Bristol Estate, Brunswick & Regency and Hangleton & Knoll. The grant also provides for the employment of a community development worker in Woodingdean and, as mentioned elsewhere, the Trust will be working directly in Moulsecoomb.

The continued expansion of the Trust's work, and the resignation of Jenny Moore, necessitated the appointment of two part-time Projects Managers and a Deputy Chief Executive and these appointments were made in the early months of 2009-2010. Jo Martindale was appointed as Deputy Chief Executive, Kirsty Walker and Signe Gosmann were appointed as Project Managers and Joanna Hill was appointed as a temporary Projects Manager to cover Rosaria Gracia's maternity leave.

**Trust Policies etc.**

The Trust's numerous employment policies etc. have been kept under review and updated as necessary.

**Core Funding**

No specific funding for the Core of the Trust was received during the year although a small amount of the Area Based Grant funding was paid for the provision of administrative support. The salaries of the Chief Executive and Financial Administrator, along with the management elements of the Projects Managers' salaries were covered by the Full Cost Recovery element of the various projects' funding.

**Trust Membership and Trust Developments**

As always, invitations to the Trust AGM were accompanied by membership application forms and staff have made efforts to recruit members in the areas where they work. It is the Trust's aim to be as representative as possible of the communities in which it works and the Trustees would particularly welcome applications from the various organisations with whom our staff work in the communities. As this report is being prepared Trust membership stands at 159 of which 19 are organisational members. An issue of the Trust's newsletter – *Trust Developments* – was produced to accompany AGM invitations.

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT – continued**

**Administration**

As mentioned in our last Annual Report during 2008-2009 Jill Brookes, the Trust's part-time Administrator, left and was replaced by Katharine Trevelyan. With the growth of the Trust, it was possible to offer the post as a full-time one. Financial Administration is still undertaken by Gill Sweeting on a freelance basis. She covers the preparation of papers for the Board and Finance Sub-Committee meetings and takes the Minutes of those meetings. Katharine Trevelyan has taken on responsibility for the Personnel & Employment Sub-Committee meetings and personnel matters generally. Excellent payroll services are still provided by the Hangleton & Knoll Project.

**Offices**

The Trust has remained in its office at the RNIB's Wavertree House in Hove although it gets a bit crowded if everyone is there at the same time. However as most of the staff work part-time, the situation is manageable. In addition to Wavertree House, Tony Silsby and Adam Muirhead are based in an office in Bevendean Primary School which the school has designated for community use, Steve Andrews and Kalishia Le Coutre occupy an office within the New Larchwood building, the Portslade Community Project (Lorette Mackie) occupies an office within the Emmaus building in Drove Road, Portslade, Liz Lee works in Hollingdean Community Centre and the newly appointment community development workers Sofie Cadwallader and David Allen occupy office space in St. George's Hall Moulsecoomb and the Talkshop Centre respectively. Claire Burchell and Sue Hes also use the community rooms in Queen's Park and Craven Vale as the need arises.

**FINANCIAL REVIEW**

**Overview**

We entered the financial year with Assets of £184,517 (of which £53,204 was in the form of restricted funds and £22,000 was designated as a Redundancy Fund) and a Budget which had a shortfall (fundraising target) of £15,925.52.

A considerable amount of additional funding and new work was obtained during the course of the year and as mentioned earlier the Trust received a very generous and unexpected donation from ITV of £55,135. As a result, the Trust budget deficit turned in to a surplus and we ended the year with £237,570. Of this sum £31,195 is restricted funding and is being carried forward.

During the year the Trustees decided that they wished to offer another WICO course, but no obvious source of funding presented itself. They therefore agreed to designate a sum of £35,000 for running such a course. In addition work related to the Java Café in Woodingdean was not completed during the year and the unspent funding for this has been specifically designated. In total £61,750 of the £237,570 is designated for specific purposes. The Trust's remaining reserves amount of £144,625.

**THE TRUST FOR DEVELOPING COMMUNITIES  
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**TRUSTEES ANNUAL REPORT – continued**

**Reserves**

Throughout 2008-2009 the Trust's Reserves policy has been:

“The Board believes that the Trust should hold financial reserves because:

- “(i) it has no endowment funding and is entirely dependent on obtaining income to undertake set, time-limited pieces of work and to provide training courses of a pre-determined length. The majority of the funding for this work is dependent on local authority and national government policies and funding for work in the Trust's areas of expertise.
- “(ii) it requires protection against loss of funding, and the ability to continue operating for a period of time should such funding cease or reduce.
- “(iii) it needs to be able to meet statutory redundancy payments to staff and other liabilities should the need arise.

“The Board believes that the optimum level of reserves should be the equivalent of four months' expenditure, such figure to be set on the basis of the audited expenditure for the previous year.

“The reserves figure will be reviewed each year at the first meeting of the Finance Sub-Committee after receipt of the audited accounts and a recommendation made to the following meeting of the Board with whom the final decision will rest.”

In accordance with the above policy, the Reserves Target for 2008-2009 was set at £112,204.

The Finance Sub-Committee agreed to review the policy and in 2009-2010 proposed to the Board that its target should be six months' expenditure, rather than four.

There is also likely to be some use of the Trust's reserves in the coming year. In negotiating the Area Based Grant funding with the Council for 2009-2010 it was clear that the funding proposed would not cover all the work which the Chief Executive and the Trustees believed to be necessary. They agreed that reducing the Trust's work to fit the funding would compromise the Trust's objectives and that the Trust should undertake the work which was set out in the workplan, which achieved Local Area Agreement objectives, not the work which could be done for the sum offered. In agreeing to subsidise this work the Trustees recognised that they had received the ITV donation, which made their financial position better than had been envisaged, and that they were not subsidising a statutory service, which would have been against Charity Commission guidelines. Community development is not something which Councils are, by statute, required to provide. The Trust's budget for 2009-2010 is a deficit budget therefore, the Trustees recognising that there will need to be possibly substantial use of its reserves.

**Banking and Investment Policy**

The Trust has two accounts with CAFBank, the banking arm of the Charities Aid Foundation and continues to be happy with its banking arrangements. In 2008-2009 bank interest was considerably higher than had been envisaged, but since then rates have plummeted. The maximum possible is kept in a deposit account, which pays a slightly higher rate of interest. The Finance Sub-Committee has considered other investment possibilities, but given the need to realise assets at short notice has decided to stay with CAFBank.



**THE TRUST FOR DEVELOPING COMMUNITIES  
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**TRUSTEES ANNUAL REPORT – continued**

**Principal funding sources**

The two principal funding sources, Area Based Grant and Community Development Commissioning both, funded via Brighton & Hove City Council, support the Trust's key objectives through its work in deprived neighbourhoods. The Trust has also received funding from the Youth Service and BBC Children in Need to support its work with young people. In addition to some small grants listed in Note 2, the Trust received a major donation from ITV as noted previously.

**PLANS FOR THE FUTURE**

A 3 year Business Plan is in draft form as this report is being prepared. This covers:

**Who we are:**

The Trust for Developing Communities  
Aims and objectives  
History and background  
Strengths, Weaknesses, Opportunities and Threats

**Our People:**

Our organisational structure  
Our Board of Trustees  
Our staff team  
Our volunteers  
Training and development

**Our work**

**Partnership Working**

**Communication and Marketing:**

Internal communication  
External communication  
How we promote our services

**Our finances:**

Historic position  
2009/10 forecast  
Longer term projections  
Fundraising strategy

**Outline action plan**

**FUNDS HELD AS CUSTODIAN TRUSTEE ON BEHALF OF OTHERS**

Throughout the year the Trust has temporarily held various small sums for other organisations and at the end of the year was holding £75.00 of Healthy Neighbourhoods funding for the Portland Road & Clarendon area. The Trust continues to hold £211.00 for the Community Development Workers' Network and it is hoped that this Network will be revived in 2009 as the Trust has funding to run a couple of events for community workers.

**THE TRUST FOR DEVELOPING COMMUNITIES  
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**STATEMENT OF DIRECTORS' RESPONSIBILITIES**

The Trustees (who are also directors of The Trust for Developing Communities for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 expenditures of the charitable company for that period. In preparing these financial statements the Trustees are required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 enables them to ensure that the financial statements comply with the Companies Act 1985. 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.

**STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the Trustees (Directors) are aware, there is no relevant audit information (as defined by Section 234ZA of the Companies Act 1985) of which the company's Auditors are unaware, and each Trustee has taken all steps that he or she ought to have taken as a Trustee in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

**AUDITORS**

The Auditors, Clark Brownscombe, have indicated their willingness to continue in office and a resolution to reappoint them will be prepared at the forthcoming annual general meeting.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

By order of the Board

Fabia Bates

Trustee/Director

Date: 22<sup>nd</sup> September 2009

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE INDEPENDENT AUDITORS TO THE COMMITTEE MEMBERS OF  
THE TRUST FOR DEVELOPING COMMUNITIES**

We have audited the financial statements of The Trust For Developing Communities for the year ended 31 March 2009 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's Trustees as a body in accordance with Section 235 of the Companies Act 1985. 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 auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any one 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**

The Trustees' (who are also the directors of The Trust for Developing Communities for the purposes of company law) responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether, in our opinion, the information given in the Trustees' Annual Report is consistent with the financial statements.

We also report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatement within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

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

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE INDEPENDENT AUDITORS TO THE COMMITTEE MEMBERS OF  
THE TRUST FOR DEVELOPING COMMUNITIES – continued**

**Opinion**

In our opinion:

- the financial statements give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs at 31 March 2009, and of its surplus for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Trustees' Annual Report is consistent with the financial statements.

8 The Drive,  
Hove,  
East Sussex  
BN3 3JT

**Clark Brownscombe  
Chartered Accountants  
Registered Auditor**

Date: 23<sup>rd</sup> September 2009

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2009**

**INCOME AND EXPENDITURE**

	Notes	Unrestricted Funds		Restricted Funds £	Total Funds 2009 £	Total Funds 2008 £
		General	Designated			
<b>INCOMING RESOURCES</b>						
From Generated Funds:						
Fund raising		-	-	-	-	-
Investment income:						
Bank interest		<u>10,803</u>	-	-	<u>10,803</u>	<u>9,474</u>
		<u>10,803</u>	-	-	<u>10,803</u>	<u>9,474</u>
From Charitable Activities						
Grants and Awards	2	55,135	-	386,974	442,109	391,300
Fees etc.		<u>7,506</u>	-	-	<u>7,506</u>	<u>21,765</u>
		<u>62,641</u>	-	<u>386,974</u>	<u>449,615</u>	<u>413,065</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>73,444</u>	-	<u>386,974</u>	<u>460,418</u>	<u>422,539</u>
<b>RESOURCES EXPENDED</b>						
Charitable activities		528	-	402,207	402,735	331,811
Costs of generating funds		-	-	-	-	950
Governance costs	3	<u>4,630</u>	-	-	<u>4,630</u>	<u>3,850</u>
<b>TOTAL RESOURCES EXPENDED</b>		<u>5,158</u>	-	<u>402,207</u>	<u>407,365</u>	<u>336,611</u>
<b>NET INCOMING/(OUTGOING)</b>						
<b>RESOURCES BEFORE TRANSFERS</b>		68,286	-	( 15,233)	53,053	85,928
<b>TRANSFERS</b>	8	<u>(32,974)</u>	<u>39,750</u>	<u>( 6,776)</u>	-	-
<b>NET INCOMING/(OUTGOING)</b>						
<b>RESOURCES AFTER TRANSFERS</b>		35,312	39,750	(22,009)	53,053	85,928
<b>BALANCES BROUGHT FORWARD</b>		<u>109,313</u>	<u>22,000</u>	<u>53,204</u>	<u>184,517</u>	<u>98,589</u>
<b>BALANCES CARRIED FORWARD</b>		<u>144,625</u>	<u>61,750</u>	<u>31,195</u>	<u>237,570</u>	<u>184,517</u>

These financial statements are prepared in accordance with the Special Provisions of Part VII of the Companies Act 1985 relating to small companies and the Financial Reporting Standard for Smaller Entities (effective January 2007).

There are no other recognised gains or losses in the year.

The net incoming/outgoing resources for both the current and previous financial year arose from continuing operations.

The notes on pages 21 to 27 form part of these financial statements

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**BALANCE SHEET  
AS AT 31 MARCH 2009**

	Notes	2009		2008	
		£	£	£	£
<b>FIXED ASSETS</b>			-		-
<b>CURRENT ASSETS</b>					
Debtors	6	600		9,377	
Cash at bank and in hand		<u>256,312</u>		<u>213,793</u>	
		<b>256,912</b>		<b>223,170</b>	
<b>CREDITORS</b>					
Amounts falling due within one year	7	<u>19,342</u>		<u>38,653</u>	
<b>NET CURRENT ASSETS</b>			<b><u>237,570</u></b>		<b><u>184,517</u></b>
<b>NET ASSETS</b>			<b><u>237,570</u></b>		<b><u>184,517</u></b>
<b>FUNDS</b>					
Income - Unrestricted - General	8	144,625		109,313	
- Designated	8	<u>61,750</u>	<b>206,375</b>	<u>22,000</u>	131,313
- Restricted			<u>31,195</u>		<u>53,204</u>
			<b><u>237,570</u></b>		<b><u>184,517</u></b>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The financial statements on pages 19 to 27 were approved by the Board of Trustees on 22<sup>nd</sup> September 2009.

Fabia Bates

Director/Trustee

The notes on pages 21 to 27 form part of these financial statements

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS  
(Forming part of the Financial Statements)**

**1. ACCOUNTING POLICIES**

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the financial statements:

***Basis of preparation***

The financial statements have been prepared under the historical cost basis and in accordance with applicable UK Accounting Standards Companies Act 1985 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

***Cash flow statement***

In accordance with Financial Reporting Standard Number 1, the Company is exempt from the requirement to prepare a cash flow statement on account of its size.

***Depreciation and Fixed Assets***

The charity occupies rented premises and has no other tangible fixed assets at present. Tangible fixed assets costing more than £250 are capitalised.

***Fund accounting***

The Charity has various types of funds for which it is responsible.

***Unrestricted funds***

These funds are for use on the general charitable objectives of the charity.

***Restricted funds***

These funds are for use as directed by the donor.

**Incoming Resources**

***Investment income***

Investment income is recognised on an accruals basis.

***Grants***

Grants are recognised on an accruals basis, accounted for in relation to the period to which they relate. Where grants have been received for capital projects the costs have been capitalised on the Balance Sheet and depreciated, in accordance with the accounting policies, has been charged against that income. Such income is only deferred when:

- the donor specified that the grant or donation must only be used for future accounting periods or,
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

***Resources expended***

Resources expended are accounted for on an accruals basis.

Costs of generating funds - comprise those costs incurred in publicity and fund raising events and the use of consultants to work on funding bids.

Charitable activities - comprise all expenditure directly relating to the principal activity.

**THE TRUST FOR DEVELOPING COMMUNITIES  
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Governance costs - include those incurred in the governance of the charity and its assets and are primarily, but not entirely, associated with constitutional and statutory requirements.



**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES - continued**

**2. INCOMING RESOURCES**

	Unrestricted £	Restricted £	2009 Total	2008 Total £
From Charitable Activities:				
Grants and Awards	55,135	-	55,135	-
Brighton & Hove City Council Grants	-	-	-	5,023
Community Development Commissioning				
Coldean CD Project	-	20,200	20,200	19,994
Hollingbury CD Project	-	19,500	19,500	20,550
New Larchwood	-	20,300	20,300	19,965
Woodingdean NAP Project	-	19,000	19,000	-
Drug & Alcohol Action Team				
Bevendean YW Project	-	-	-	4,100
QPCV YW Project	-	-	-	4,083
Area Based Grant Income				
Administration	-	10,000	10,000	10,150
Bevendean CD Project	-	43,982	43,982	42,844
Bevendean YW Project	-	-	-	16,000
Brunswick, Regency & Whitehawk (outsourced – Serendipity)	-	18,000	18,000	-
Citywide Support	-	15,000	15,000	-
Easthill Park Improvements	-	-	-	8,000
Hangleton & Knoll Project (outsourced)	-	42,842	42,842	-
Hollingdean Development Project (HDP)	-	11,000	11,000	-
Millwood Centre Manager	-	-	-	19,396
Moulsecoomb (outsourced NewmanFrancis)	-	20,000	20,000	-
Portland Road & Clarendon	-	9,000	9,000	27,947
Portslade Community Project	-	35,000	35,000	39,379
QPCV CD Support Project	-	33,874	33,874	32,008
QPCV YW Project	-	-	-	15,839
Stoneham Park Improvements	-	-	-	12,000
Vale Park Improvements	-	-	-	20,000
LAGBI Grants				
Coldean CD Project	-	-	-	5,000
Hollingbury CD Project	-	-	-	5,000
BBC Children in Need				
Bevendean YW Project	-	9,095	9,095	-
QPCV Youth Work Project	-	9,095	9,095	-
Brighton & Hove Youth Support Service				
Bevendean YW Project	-	15,000	15,000	-
QPCV Youth Work Project	-	15,000	15,000	-
Scarman Trust re Bevendean CD Project	-	-	-	175
Bevendean ABC re Bevendean YW Proj.	-	-	-	903
Bevendean LAT re Bevendean YW Proj.	-	-	-	89
Youth Opps. Fund re Bevendean YW Proj.	-	-	-	4,711
Hollingdean Development Trust re HDP	-	21,000	21,000	-
Hollingdean Programme re Holl'bury CD Proj.	-	-	-	1,000
Sussex Police re Hollingbury CD Project	-	-	-	2,605
Various small donors re Hollingbury CD Project	-	-	-	360
Miscellaneous re Bevendean YW Project	-	86	86	-
Miscellaneous re New Larchwood	-	-	-	10
Miscellaneous re Portland Road & Clarendon	-	-	-	521
Hangleton & Knoll Project re Portslade CP	-	-	-	12,208
Active for Life re Portslade CP	-	-	-	360
QPCV NAP Forum re QPCV YW Project	-	-	-	2,200
B & H Environment Dept.	-	-	-	4,000
University of Brighton re WICO Dev'tment	-	-	-	2,800

THE TRUST FOR DEVELOPING COMMUNITIES  
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WICO 7

<u>-</u>	<u>-</u>	<u>-</u>	<u>32,080</u>
<u>55,135</u>	<u>386,974</u>	<u>442,109</u>	<u>391,300</u>

**THE TRUST FOR DEVELOPING COMMUNITIES  
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**NOTES - continued**

**3. GOVERNANCE COSTS**

	<b>Unrestricted 2009</b>	Unrestricted 2008
	£	£
Auditors remuneration	1,898	1,880
AGM/Public Meeting/Trust Developments	1,103	749
Bank charges	30	22
Consultant's expenses	286	-
Filing fee and subscriptions	297	25
Legal Fees	-	199
Miscellaneous	100	117
Conference and meeting fees and expenses	916	858
	<u>4,630</u>	<u>3,850</u>

**4. TRUSTEES REMUNERATION**

No Trustees or connected persons received any remuneration during the year. Reimbursement of expenses incurred by Trustees amounted to £104 (2008: £Nil).

**5. STAFF NUMBERS AND COSTS**

The average number of employees during the year was 12 (2008: 12), 8.25 (7.5) when calculated on the basis of full time equivalents. No employee received emoluments over £60,000.

The aggregate payroll costs in respect of these employees were:

	<b>2009</b>	2008
	£	£
Wages and salaries	218,476	201,608
Social Security costs	17,714	17,010
Pension costs	11,595	12,115
	<u>247,785</u>	<u>230,733</u>

**6. DEBTORS**

	<b>2009</b>	2008
	£	£
Trade Debtors	<u>600</u>	<u>9,377</u>

**7. CREDITORS:**

	<b>2008</b>	2008
	£	£
Trade Creditors	8,249	14,840
Amounts held on behalf of other organisations	286	224
Funding in Advance	4,000	16,549
Tax and Social Security Costs	4,909	5,160
Accruals	1,898	1,880
	<u>19,342</u>	<u>38,653</u>

**THE TRUST FOR DEVELOPING COMMUNITIES  
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES - continued**

**8. FUNDS**

The funds are represented by the following assets:

	<b>Unrestricted Funds</b>		<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>Designated</b>	<b>Funds</b>	<b>2009</b>	<b>2008</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	-	-	-	-
Net current assets	<u>144,625</u>	<u>61,750</u>	<u>31,195</u>	<u>237,570</u>	<u>184,517</u>
	<u>144,625</u>	<u>61,750</u>	<u>31,195</u>	<u>237,750</u>	<u>184,517</u>

The individual balances are as shown on page 24. As indicated in the paragraph on Reserves above, the Trust's Reserves Target for 2008-2009 had been £112,204.

In the past the Trustees had designated an amount of £22,000 as a fund to cover possible redundancy and other costs in the event of funding being withdrawn on certain projects. During the year £35,000 was designated to fund a further Working in Community Organisation (WICO) course and £4,750 remains of £5,000 designated for work in connection with the JAVA Café Business Plan and the development of this Café in Woodingdean into a fully-fledged social enterprise. The Trust is also holding £282.52, all that remains of a contribution from the Queen's Park & Craven Vale Action Team, which is designated for youth work in that area of the city. Other transfers have been made to cover shortfalls on certain projects and core costs re-charged.

9. The Trust for Developing Communities is a company limited by guarantee. In accordance with clause 7 of its Memorandum of Association every member of the charity undertakes to contribute such amount as may be required (not exceeding £1) to the charity's assets if it should be wound up while he or she is a member or within one year after he or she ceases to be a member.

**THE TRUST FOR DEVELOPING COMMUNITIES  
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**DETAILED PROFIT & LOSS ACCOUNT**

	Administratio	Bevendean CD Project	Bevendean YW Project	Citywide Support	Coldean CD Project
<b>INCOME</b>	10,000	43,982	24,181	15,000	20,200
<b>EXPENDITURE</b>	<u>10,000</u>	<u>43,465</u>	<u>18,224</u>	<u>15,000</u>	<u>19,863</u>
<b>Surplus/(Deficit )</b>	-	517	5,957	-	337
<b>Transfers between funds</b>	-	(517)	(3,499)	-	(13)
<b>Balance b/fwd</b>	_____ -	_____ -	<u>3,436</u>	_____ -	<u>200</u>
<b>Balance c/fwd</b>	<u>_____ -</u>	<u>_____ -</u>	<u><b>5,894</b></u>	<u>_____ -</u>	<u><b>524</b></u>
	Coldean New Larchwood	Hollingbury Project	Hollingdea n Project	Portland Road & Clarendon	Portslade Community Project
<b>INCOME</b>	20,300	19,500	32,000	9,000	35,000
<b>EXPENDITURE</b>	<u>21,244</u>	<u>24,452</u>	<u>29,875</u>	<u>9,040</u>	<u>41,704</u>
<b>Surplus/(Deficit )</b>	(944)	(4,952)	2,125	(40)	(6,704)
<b>Transfers between funds</b>	(260)	-	(202)	(129)	1,620
<b>Balance b/fwd</b>	<u>2,710</u>	<u>5,152</u>	_____ -	_____ -	<u>12,208</u>
<b>Balance c/fwd</b>	<u><b>1,506</b></u>	<u><b>200</b></u>	<u><b>1,923</b></u>	<u><b>(169)</b></u>	<u><b>7,124</b></u>
	Re. Outsourced Projects	QPCV CD Support Project	QPCV YW Project	WICO 7	WICO Development Fund
<b>INCOME</b>	80,842	33,874	24,095	-	-
<b>EXPENDITURE</b>	<u>80,842</u>	<u>33,324</u>	<u>18,604</u>	<u>21,570</u>	_____ -
<b>Surplus/(Deficit )</b>	-	550	5,491	(21,570)	-
<b>Transfers between funds</b>	-	(550)	299	475	-
<b>Balance b/fwd</b>	_____ -	_____ -	<u>4,083</u>	<u>21,095</u>	<u>4,320</u>
<b>Balance c/fwd</b>	<u>_____ -</u>	<u>_____ -</u>	<u><b>9,873</b></u>	<u>_____ -</u>	<u><b>4,320</b></u>
	Woodingdean NAP Project	Total Restricted			
<b>INCOME</b>	19,000	386,974			
<b>EXPENDITURE</b>	<u>15,000</u>	<u>402,207</u>			
<b>Surplus/(Deficit )</b>	4,000	(15,233)			

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<b>Transfers between funds</b>	(4,000)	(6,776)
<b>Balance b/fwd</b>	<u>      -</u>	<u>  53,204</u>
<b>Balance c/fwd</b>	<u>      -</u>	<u>  <u>31,195</u></u>

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The purpose of each restricted fund is as follows:

- |                       |   |
|-----------------------|---|
| Administration        | ➤ The Trust received funding of £10,000 for administrative support to Area Based Grant funded projects, particularly the servicing of the neighbourhood forums.   |
| Bevendean CD Project  | ➤ To continue to develop and support a range of community organisations in the Bevendean area of Brighton, including supporting the area wide Forum to distribute monies and working towards achieving the various targets identified from the Neighbourhood Action Plan. The funding came from the government's Area Based Grant funding via Brighton & Hove City Council. As yet it has not been possible to achieve the new community facilities for the area which has been a long-term need. |
| Bevendean YW Project  | ➤ To work with young people in the Bevendean area of Brighton and to develop services for them, and assist their empowerment. The funding came from the Youth Service and BBC Children in Need.   |
| Coldean CD Project    | ➤ To develop and support a range of new and existing community organisations in the Coldean area of Brighton. The funding came from the Council's Community Development Commissioning funds.  |
| Coldean New Larchwood | ➤ To work with residents and users of the New Larchwood Centre in Coldean and of the wider Coldean area of Brighton to develop and support a range of community organisations and activities mainly for older people. The funding came from Adult Social Care and Health via the Council's Community Development Commissioning funds.   |
| Hollingbury Project   | ➤ To work with residents in the Hollingbury area of Brighton to continue to take forward work with groups that address needs around Community Safety, Young people and the under-5s. This work is funded by the Community Development Commissioning process.  |
| Hollingdean Project   | ➤ To work in Hollingdean to increase community engagement and the use of the Hollingdean Community Centre, working in close co-operation with the Hollingdean Development Trust. The funding came from the government's Area Based Grant funding via Brighton & Hove City Council and from Hollingdean Development Trust.   |

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- Portland Road & Clarendon ➤ To work with residents, local elected members and service providers in the Portland Road and Clarendon area of Hove to support a partnership body called the Portland Road and Clarendon Forum. To work to further develop the community facilities in the area. The funding came from the government's Area Based Grant funding via Brighton & Hove City Council.
- Portslade Community Project ➤ To support the community structures to develop and grow. To support an area based Forum for groups and residents to meet and take action on points raised in the Neighbourhood Action Plan and other issues as they arise. The funding came from the government's Area Based Grant funding via Brighton & Hove City Council.
- QPCV Support Project ➤ To develop and support a range of community organisations in the Queen's Park and Craven Vale area of Brighton, including developing community facilities in the area, and to update the area's Neighbourhood Action Plan. The funding came from the government's Area Based Grant funds via Brighton & Hove City Council.
- QPCV YW Project ➤ To work with young people in the Queen's Park and Craven Vale area of Brighton and to build and develop services for young people and to assist their empowerment. The funding came from the government's Area Based Grant funds via Brighton & Hove City Council and BBC Children in Need.
- WICO 7 ➤ The seventh WICO course was completed in February 2009 with nine students achieving a level 3 qualification. One student dropped out at an early stage and another only attended for the first five units of the 15 month course. It is planned to run a further course during the year, but no details have yet been firmed up.
- WICO Development Fund ➤ It has not been necessary to draw on this funding during the year.
- Woodingdean ➤ Work in Woodingdean has involved the production of a Neighbourhood Action Plan and in the coming year a newly-appointed community development worker in the area will be working with local people to realise the aspirations for the area which emerged from the NAP process. Problems with the Woodingdean Youth Centre's Trust Deed have nearly been resolved and the organisation will soon be setting up as a new charitable company.