



at Burton Bradstock, Dorset
and Bradwell-on-Sea, Essex



at Burton Bradstock, Dorset
and Bradwell-on-Sea, Essex

**Trustees' Report
and
Financial Statements
for the year ended
31st March 2009**

**Registered Charity
no. 277843**

REGISTERED OFFICE
The registered office of the Community is

**OTHONA COMMUNITY HOUSE
COAST ROAD
BURTON BRADSTOCK, BRIDPORT, DORSET, DT6 4RN**

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

OFFICERS
Community Secretary: Patricia Price-Tomes
Community Treasurer: Stephen Mortimer

Auditors	Tiffin Green Chartered Certified Accountants Brentwood, Essex
Bankers	Barclays Bank PLC Charities Official Investment Fund
Solicitors	Hunt and Hunt of Romford, Essex

The Othona Community is glad to have the following patrons:

Rt. Revd Laurie Green, Bishop of Bradwell
Dr Janet Marshall
Rt. Revd Thomas McMahon, Bishop of Brentwood
Revd Dr Frances M Young OBE

TRUSTEES' REPORT
for the twelve months ended 31 March 2009

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The charity's Trustees are responsible for preparing the Annual Report and Financial Statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and its financial activities, that period. In preparing those financial statements the Trustees are required to:

- (a) select suitable accounting policies and apply them consistently;*
- (b) make judgments and estimates that are reasonable and prudent;*
- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and*
- (d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.*

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

The Trustees confirm that so far as they are aware, there is no relevant audit information of which the charity's auditors are unaware. They have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

The Trustees of the Othona Community recognize that their main responsibility, as Charity Trustees, is financial. Every charity must keep proper accounting records, be able to disclose with reasonable accuracy its financial position at any given time, and be in a position to use its assets wisely, and plan realistically for the future. The Othona Community is by most standards a small charity; but complex current legislation in every conceivable field applies as much to small concerns as to large ones. Many of the Community's assets and its past and present income derive from the goodwill and generosity of its members and benefactors, and the present Trustees are acutely aware both of their own accountability, and the need to have in place the kind of administration that will operate effectively in the twenty-first century.

Structure, governance and management

The Community owns two Centres, one at Bradwell-on-Sea, in Essex and one at Burton Bradstock, in Dorset, where it puts into practice the objects laid down in its Trust Deed of 2008, namely:

The training of theological and other students and laymen and women in the establishment of Christian community centres with an ecumenical purpose.

The provision of community centres for laymen and women and their families for the purpose of voluntary work, study, worship and associated activities designed to further service for the worldwide Church and the integration of the Christian view with the whole life of man.

Overall responsibility for the affairs of the Community is taken by the Trustees, who are appointed by the Trustee body, normally for five-year terms of office, which are renewable. Trustees look for particular and required skills when recruiting new Trustees. All decisions affecting the assets, the future and the ethos of the Community are in the hands of the Trustees. Each of the two Centres is run by a small residential Core Community. Both the paid staff and volunteers at the Centres receive the necessary training in food hygiene, first aid etc. Both Centres employ a Warden, each of whom is responsible for the day-to-day running of the Centre and is accountable to the Trustees for its general management and control. The Wardens are each supported and advised by a Committee formed of elected and co-opted members who serve for three years at a time. The Wardens, supported by their Committees, are responsible for ensuring that the ethos of the Trust Deed is adhered to. The current Link Trustees (representatives appointed from the Trustees to each Committee) have been closely involved with the operation of the Committees and are performing a vital function.

Both Centres have procedures in place to comply with current legislation relating to employment, health and safety, hygiene and the welfare of children and young people and vulnerable adults.

The Community also employs a Membership Secretary and, on a freelance basis, a Treasurer. Membership of the Community, which bestows voting rights, is open to all, but is not a requirement of taking part in its activities.

The Trustees use their own handbook to supplement the booklet *The Essential Trustee* published by the Charity Commission and this acts both as a guide and reminder of what the Othona Community expects of its Trustees and as a source of information to anyone who is considering an invitation to become an Othona Trustee. Using a paper produced by NCVO they have begun work on Risk Assessment for the Community, and have appointed one of their number to reconsider on a regular basis all the guideline Policies (Health and Safety, Child Protection, Discipline and Grievance Procedure, Equal Opportunities etc), produced for the Community. They have continued their own discussions on the whole question of governance, strategy and the structure and administration of the Community and its assets in the twenty-first century, and they have clarified their own roles, and the lines of authority from the Trustees to the Wardens of the Centres. One of the Trustees with particular financial management skills is working with the Community Treasurer in an ongoing examination of the Community's financial situation and management; and new and efficient procedures have been put in place which will improve the processing of financial information and more efficiently provide the Trustees with monthly management accounts. The Trustees have also appointed, on a voluntary basis, a professional surveyor to give general property and investment advice to the Community. An ex-Trustee with the relevant skills manages insurance matters. The Trustees are continually seeking new Trustees with relevant management, financial and personnel skills to join them.

During the year, three Trustees met with a representative from Interchange Legal Advisory Service to consider the possible benefits of incorporation as a Company. Possible further action has not been ruled out, but has been set aside for the present.

Objectives and activities

Recognizing that the objects laid down in both its 1994 Trust Deed, and the recent one of 2008, which were carried forward from the original governing documents of the Community as founded in 1946, need to be re-interpreted for its twenty-first century membership, the Trustees, in consultation with the membership, have drawn up the following Mission Statement. In restating its objectives and in planning its activities, the Trustees have paid due consideration to the Charity Commission's guidelines on Public Benefit.

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

This Mission Statement appears in all publicity for the Community, and in the programmes issued by the two Centres. The activities at the Centres usually take the form of themed weeks/weekends or other periods, often enabled by a speaker or leader. Those resident at the Centre during that time form the Community for that period. Each Centre, assisted by the Community Treasurer and the Link Trustees, works out its budget for the financial year, and this has to be approved by the Trustees. The Trustees have instructed the Centres that their aim is to break even, but recognize that at least in the case of the Bradwell Centre this will take some time to achieve. The Trustees are pleased that both Centres are formulating plans that will take them into a sustainable future. Each has undergone a certain amount of staff reorganization during the year. At Bradwell, the Centre Manager has been replaced by a Warden who is building up a core community to give stability to the Centre. Burton Bradstock now has a full complement of long-term core members. Both Centres are looking to improve the amenities offered by improving their sites and buildings, and major fund raising is still going on. Although Bradwell's priority over the last two or three years has been to connect to the National Grid, the imminent installation of solar panels and a wind turbine has made this possibly unnecessary, and Bradwell's priority now is to replace bedspaces lost by the de-commissioning of old buildings. Burton Bradstock's priority is still to replace the Warden's cottage and improve car parking and access to the grounds and much work has already been done. The Trustees are satisfied that no commitments will be entered into until the necessary funds are at hand. They are keeping close control of the building projects to make sure of their viability, and ensure that associated risks are being assessed and managed. All building projects are being undertaken with a view to leaving the least possible carbon footprint.

The Trustees recognize that the Community could not operate without volunteers. It has very few paid staff, and most of the activities of the charity are undertaken by volunteers at all levels. Even where paid staff are in place, as at the Centres, they are hugely outnumbered by the voluntary helpers who are essential to the operation.

Achievements and performance

The Trustees are heartened by what has been achieved at both Centres during the period under review. Bradwell continues to expand its hosting of school groups and other organizations, which all benefit from the rich environment it offers. Such activities strengthen Bradwell's

position in the local community and the financial benefit is essential to its future viability. It has also experienced an encouraging number of new visitors during the community weeks.

Bradwell's big achievement has been in the success of its grant applications. With the aim of lowering its carbon footprint, it obtained several grants to install more solar panels and a wind turbine, additions which, it is hoped, will make connection to the National Grid unnecessary. In an open competition Bradwell won a grant of £103,000 which along with a legacy and Community fund-raising has enabled it to go ahead with a new building to provide more bedspaces for visitors. This comprises 5 bedrooms, a meeting room, and bathroom facilities. It complies with the latest low carbon, passive solar technology and will be built of natural, locally sourced material.

Although the Burton Bradstock Centre fell short of its budget expectations this year as the recession began to bite, analysis showed that the shortfall in visitor numbers was mostly accounted for by a small number of programme events; otherwise booking numbers were healthy. And throughout the year visitors' appreciation – whether in spoken or written feedback – was overwhelmingly very positive.

Against this background, better marketing of the Centre was identified as crucial to maintaining viability. The Burton Bradstock website was completely renewed in July 2008, with a new 'look', regular fresh news items, and far more information for the enquirer. Similarly the printed brochure was redesigned and increased in frequency from once to twice a year. A grant of £2,500 was received from the Inlight Trust specifically for extra promotional literature and displays (to be spent in 2009/10).

Other fundraising successes included £7,500 from Inlight Trust towards a thorough revamp of the art and craft building and £18,819 from the Low Carbon Buildings Programme towards fitting 36 photovoltaic panels on the chapel roof. Both projects require further fundraising and if successful will go ahead in 2009/10. Outdoors this year saw the planting out of a new fruit cage and the building of a sizeable log shed. They help the Centre make more effective use of its own resources for food and heat.

Significant progress has been made on the project to replace the Warden's accommodation, the cottage known as Littleness, with the car park being extended and a new access track built within the grounds in preparation. Planning permission for the rebuilding was granted in the summer and the old Littleness was demolished in November 2008. Various delays, however, including serious injury to the intended builder, meant the building of the new house did not begin during this financial year.

Financial review

The Trustees consider that the greatest risk to the Community is a financial one since, although the charity is rich in assets, it has never been cash rich. The Trustees recognize that they have a responsibility to make the best use of the Community's assets in order to further its mission. As detailed in the last Annual Report, its greatest single asset is East Hall Farm which brings in an annual rent of slightly over £20,000. The Community also owns an adjoining cottage. Our surveyor valued the two properties at around £1.25 million which sum, if wisely invested, would bring in a significantly greater income. The Trustees decided in April 2008 to sell both properties at the best market price, subject to certain conditions and limitations. A proportion of the assets thus realized would be used to facilitate the improvements planned at both Centres. The rest would be invested to provide a steady source of income to support the Community's activity and mission until both Centres are able to be self-supporting. The sale of the cottage was completed as a post-balance sheet event in April 2009; East Hall Farm is still on the market. The Trustees took these measures to improve financial performance and to ensure that the Trustees' Reserve Policy, which is to cover staff wages and other fixed outgoings for at least twelve months, can be met.

The accounts for the year ended 31 March 2009 follow this Report, but a few points are worth highlighting:

- The ongoing financial performance of daily operations has led to a deficit of £42,868 during the year. At first glance this seems an improvement on the previous period's deficit of £57,381 but it must be remembered that this was a 17-month period, from 1 October 2006 to 31 March 2008. An evaluation of the twelve months from 1 April 2007 to 31 March 2008 gives a deficit of £21,146. Thus there has been a further downturn in performance. On a more positive note, income from visitors' payments increased by 12% (£15,547) over the previous twelve months and the agreed budget for 2009/10 aims to break even. The budget is supported by monthly management accounts, including newly introduced cashflow forecasts, whereby Trustees and staff monitor performance to budget and forecast as far as possible the future position with regard to resources.
- During 2008/09 this system soon showed that the Community was facing a challenge in its ability to finance both capital projects and daily operations. Daily operations were not meeting budgets and this fact, together with a shortfall in fundraising for the Littleness project at Burton Bradstock, was leaving the Community in a situation whereby the remaining cash would be insufficient to meet the commitments held within the various funds i.e. funds' cash was supporting daily operations. This could only be tolerated as a short term position while arrangements were made to rectify this, because otherwise it would be fair to say that the Community was technically bankrupt.
- Two main initiatives were taken to raise cash. Firstly, an appeal was made for interest free loans to give bridging finance to cover Littleness. A total of £64,500 was very generously lent for this and a further £10,000 for Bradwell developments. Secondly, East Hall Farm and its cottage were put up for sale. During the year a buyer was found for the cottage, and the sale was completed as a post balance sheet event, bringing in £184,000 revenue which has restored the finances to a viable position, pending the improvement in the financing of daily operations.
- As the year progressed other capital projects were identified, mainly dependent upon match funding, including: a new building to give additional accommodation at Bradwell (at a cost of around £200,000 with £103,000 being covered by a grant), and almost 100% grant funding for solar heated hot water systems and a wind turbine at Bradwell and for a refurbished art studio at Burton Bradstock. Please see other parts of the Report for further details.
- Thus, by the end of the year the Community was in a much stronger position than at the start, with several exciting and innovative capital projects underway that will give long term benefit to the charity, combined with budgetary monitoring to review progress during the year focused upon achieving viability of daily operations.

On a final technical note, the analysis of fund within notes 14, 15 and 16 of the Accounts was re-configured so that it more transparently shows the position as to the unspent balances on funds. Thus we can now easily see that funds unspent equals £256,780 (Note 15, Net Current Assets column £232,898 plus £23,882) and that there was a shortfall of £46,479 on liquid assets to cover this. However, the post balance

- sheet cottage sale of £184,000 changed this shortfall to a surplus of £137,521. This gives a breathing space to bring daily operations on to a financially viable basis.

The Trustees are encouraged by the enthusiasm for the Community that exists among its members. Particularly through the current fund raising, more have become involved, have examined what the Community means to them and have realized the responsibilities that their commitment brings. At both Centres, a huge number of committed people have ensured that events and activities happen, and have given freely of their time to think and plan Othona's future. Paid up membership of the Community currently stands at 384 households, representing 594 individuals. The whole issue of membership and of what is meant by it is a subject which is currently under debate and will be considered again by the Trustees and the Committees during the coming year. Communication within the Community has been discussed, and a policy agreed. An email database has been set up of members who have agreed to this so that they can be reached quickly with items of news. The Community website has been redesigned, with links to the two Centre websites. The web is seen both as a vital means of communication, and as Othona's showroom to the rest of the world. Both Centres issue regular email newsletters, and a weekly chatroom connects some members on Sunday evenings.

The Othona Community is now sixty-three years old and has had to face huge changes while remaining true to the spirit of its founder. Although the twenty-first century presents it with many challenges, the Trustees believe that the expertise in the fields of financial management and investment which they have now brought on board, together with the enthusiasm and dedication of its members, will ensure its continued development.

(Signed)

(Date)

Sheila Maxey, Chair of Trustees, on behalf of the Trustees

Mr David Ball	resigned December 2008
Mr Rupert Bragg	appointed January 2009
Mr David Evans	appointed June 2004
Mr Tim Fox	appointed September 2000 (*January 2006)
Ms Louise Heatley	appointed January 2008
Miss Margaret Lydamore (secretary)	appointed March 1995 (*March 2005)
Dr Janet Marshall	appointed February 1996 (*January 2006)
Revd Sheila Maxey (chair)	appointed November 2003 (*November 2008)
Ms Patricia Price-Tomes	appointed May 2006
Mr John Watters	appointed January 2009
Revd Robert Whorton	appointed April 2008

* Date of latest reappointment

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF THE OTHONA COMMUNITY

We have audited the financial statements of The Othona Community for the year ended 31st March 2009 on pages 11 to 20. 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 43 of the Charities Act 1993 (as amended) and with regulations made under Section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

The trustees' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards and the Charities Statement of Recommended Practice (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Trustees' Responsibilities.

We have been appointed as auditors under section 43 of the Charities Act 1993 (as amended) and report in accordance with regulations made under section 44 of that Act. 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 Charities Act 1993 (as amended). We also report to you if, in our opinion, the information given in the Trustees' Annual Report is not consistent with the financial statements.

In addition we report to you if, in our opinion, the charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We read other information contained in the Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it. Our responsibilities do not extend to any other information.

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 judgments 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 our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard-Provisions for Smaller Entities, in the circumstances set out in note 1(a) to the financial statements.

Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of state of the charity's affairs as at 31st March 2009 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with the Charities Act 1993 (as amended).

Tiffin Green
Chartered Certified Accountants and Registered Auditors

11 Queens Road,
Brentwood,
Essex CM14 4HE

THE OTHONA COMMUNITY
Registered Charity Number 277843

STATEMENT OF FINANCIAL ACTIVITIES for the YEAR ENDED 31st MARCH 2009

	NOTES	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS Year Ended 31.03.09	TOTAL FUNDS 17 Months Ended 31.03.08
		£	£	£	£
Incoming resources					
Incoming resources from generated funds					
Voluntary income					
Subscriptions and donations					
General fund		13,467		13,467	15,491
Burton Bradstock centre	3	10,716	549	11,265	12,695
Bradwell centre	4	4,639	513	5,152	3,482
Investment income	2	20,239		20,239	32,210
Incoming resources from charitable activities					
Burton Bradstock centre	3	77,511		77,511	78,312
Bradwell centre	4	68,643		68,643	65,496
Total incoming resources		<u>195,215</u>	<u>1,062</u>	<u>196,277</u>	<u>207,686</u>
Resources expended					
Costs of generating voluntary income					
Central membership mailing		653		653	1,536
Charitable activities					
Centre running costs					
Burton Bradstock centre	3	102,638		102,638	110,142
Bradwell centre	4	113,079		113,079	125,476
Charitable donations					
Burton Bradstock centre	3		549	549	948
Bradwell centre	4		513	513	273
Governance costs	5	21,713		21,713	26,692
Total resources expended	6	<u>238,083</u>	<u>1,062</u>	<u>239,145</u>	<u>265,067</u>
Net resources expended before appeal funds		<u>-42,868</u>	<u>0</u>	<u>-42,868</u>	<u>-57,381</u>
Appeal Funds					
Incoming resources					
Voluntary income					
Subscriptions and donations	16	2,640	80,009	82,649	75,851
Investment income	2	360	7,043	7,403	11,002
		<u>3,000</u>	<u>87,052</u>	<u>90,052</u>	<u>86,853</u>
Resources expended					
Charitable activities					
Bradwell Building Fund	16		565	565	2,720
Burton Bradstock Building Fund	16		32,373	32,373	3,522
Designated Funds	14	52,377		52,377	1,047
		<u>52,377</u>	<u>32,938</u>	<u>85,315</u>	<u>7,289</u>
Net incoming resources from appeal funds		<u>-49,377</u>	<u>54,114</u>	<u>4,737</u>	<u>79,564</u>
Net incoming resources before transfers		-92,245	54,114	38,131	22,183
Other recognised gains					
(unrealised gain on investment property)	8		550,000	550,000	-
Gross transfers between funds		<u>12,511</u>	<u>63,892</u>	<u>76,403</u>	<u>0</u>
		<u>-79,734</u>	<u>668,006</u>	<u>588,272</u>	<u>22,183</u>
Reconciliation of funds					
Total funds brought forward		39,297	1,916,068	1,955,365	1,933,182
Total funds carried forward		<u>-40,437</u>	<u>2,584,074</u>	<u>2,543,637</u>	<u>1,955,365</u>
Represented by:					
Tangible fixed assets		-17,840	2,351,176	2,333,336	1,763,684
Current assets		77,768	232,898	310,666	211,844
Liabilities		-100,365	0	-100,365	-20,163
		-40,437	2,584,074	2,543,637	1,955,365

The notes on pages 13 to 20 form part of the financial statements

THE OTHONA COMMUNITY
Registered Charity Number 277843

Balance sheet as at 31 March 2009

	Note	31.03.09 £	31.03.08 £
Fixed Assets			
Tangible Fixed Assets	8	1,583,336	1,563,684
Investment Property	8	750,000	200,000
		<u>2,333,336</u>	<u>1,763,684</u>
Current Assets			
Cash at bank and in hand	10	140,943	44,171
Short term deposits	10	153,127	146,402
Stock		5,035	5,471
Debtors	11	11,561	15,800
		<u>310,666</u>	<u>211,844</u>
Liabilities			
Amounts falling due within one year	12	25,865	20,163
Loans falling due within one year	13	40,000	0
Net Current Assets		244,801	191,681
Total Assets less Current Liabilities		<u>2,578,137</u>	<u>1,955,365</u>
Long Term Liabilities			
Loans falling due after one year	13	34,500	0
Net Assets		<u>2,543,637</u>	<u>1,955,365</u>
Funds			
Restricted Net Current Assets	16	232,898	178,784
Restricted Tangible Fixed Assets	15	2,351,176	1,737,284
Designated	14	23,882	73,259
Unrestricted		-64,319	-33,962
		<u>2,543,637</u>	<u>1,955,365</u>

Approved by the Board of Trustees on 26th September 2009 and signed on its behalf by:

Sheila Maxey, Chair of Trustees.

The notes on pages 13 to 20 form part of the financial statements

THE OTHONA COMMUNITY
Registered Charity Number 277843

Notes to the financial statements
For the year ended 31 March 2009

1. Accounting policies

(a) Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice-Accounting and Reporting by Charities, applicable UK accounting standards and the Charities Act 1993. In common with many other charities of our size and nature, we use our auditors to assist with the preparation of the financial statements.

(b) Fund accounting

General funds comprise the accumulated surplus or deficit on the Statement of Financial Activities. They are available for the use at the discretion of the trustees in furtherance of the general objectives of the Community.

Restricted funds are funds subject to specific restrictive conditions imposed by donors or by the purpose of the appeal. The purpose and use of the restricted funds is set out in the notes to the financial statements.

(c) Resources arising

Subscriptions and donations received in the period under a covenant or through gift aid are shown as net and the attributable tax recoverable is shown under other income.

All income is included in 'income' when the charity becomes legally entitled to the income and there is certainty of receipt.

(d) Resources used

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

(e) Tangible fixed assets and depreciation

Bradwell East Hall Farm was entered at its 1984 valuation of £200,000 confirmed by Savills plc in November 1993 as a guide to its investment value. This has subsequently been increased to £750,000, to account for new market values when the Farm and Cottage were put up for sale in 2008.

The freehold properties are valued at historic cost and are not depreciated, as in the opinion of the Trustees they have a useful life as buildings greater than fifty years and any depreciation charge is considered immaterial.

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

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

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

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

(g) Pension schemes. Contributions may be made to personal pension plans if specified in the contracts of employment.

THE OTHONA COMMUNITY
Registered Charity Number 277843

Notes to the financial statements (continued)
 For the year ended 31 March 2009

2. Investment income

	Unrestricted Funds	Restricted Funds	Total Year Ended 31.03.09 £	Total 17 Months Ended 31.03.08 £
General fund				
Interest Received	23	0	23	563
Rent: East Hall Farm	20500	0	20500	26,250
East Hall Cottage	-284	0	-284	5,397
	<u>20239</u>	<u>0</u>	<u>20,239</u>	<u>32,210</u>
Other funds				
Interest received				
Bradwell Building fund	0	1,179	1,179	1,725
Burton Bradstock Buildings fund	0	5,848	5,848	8,995
Burton Bradstock Peoples' fund	360	0	360	282
Andrew Hardy Memorial Fund	0	16	16	-
	<u>360</u>	<u>7,043</u>	<u>7,403</u>	<u>11,002</u>

Interest received has been derived from deposits with the Charities Official Investment Fund. The Farm rent is paid by Strutt & Parker (Farms) Ltd. The rent for the cottage is paid by the tenant. There were no restricted funds during the year.

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

	Unrestricted	Restricted	Total Year Ended 31.03.09 £	Total 17 Months Ended 31.03.08 £
Income				
Visitors fees	73,995		73,995	74,383
Donations	10,716		10,716	11,747
Other income	3,516		3,516	3,929
Charity collections	0	549	549	948
Total income	<u>88,227</u>	<u>549</u>	<u>88,776</u>	<u>91,007</u>
Expenditure				
Food & household	20,411		20,411	18,825
Repairs & renewals	8,217		8,217	10,624
Motor vehicle & travel	2,223		2,223	3,373
Light & heat	8,546		8,546	11,765
Rates & Council Tax	4,313		4,313	4,689
Insurance	4,448		4,448	3,670
Stationery, post & phone	2,955		2,955	4,138
Core Community wages	38,341		38,341	39,304
Speakers	880		880	447
Advertising & publicity	7,484		7,484	5,218
Miscellaneous	920		920	3,247
Bursaries	386		386	270
Charitable donations *	0	549	549	948
Depreciation	3,514		3,514	4,572
Total expenditure	<u>102,638</u>	<u>549</u>	<u>103,187</u>	<u>111,090</u>
Net resources expended in the year	<u>-14,411</u>	<u>0</u>	<u>-14,411</u>	<u>-20,083</u>

* Charity payments are in respect of the collections made at the chapel and were accrued to be distributed equally to Msaada and Bridport scooter scheme

THE OTHONA COMMUNITY
Registered Charity Number 277843

Notes to the financial statements (continued)
For the year ended 31 March 2009

4. Analysis of Income & Expenditure - Bradwell Community Centre

	Unrestricted	Restricted	Total Year Ended 31.03.09 £	Total 17 Months Ended 31.03.08 £
Income				
Visitors fees	65,941		65,941	64,577
Donations	4,639		4,639	3,209
Other income	2,702		2,702	919
Charity collections	0	513	513	273
Total income	<u>73,282</u>	<u>513</u>	<u>73,795</u>	<u>68,978</u>
Expenditure				
Food & household	15,805		15,805	16,360
Repairs & renewals	6,149		6,149	7,428
Motor vehicle & travel	1,575		1,575	1,108
Light & heat	10,868		10,868	11,439
Rates & Council Tax	3,427		3,427	4,036
Insurance	3,230		3,230	2,941
Stationery, post & phone	2,318		2,318	4,792
Core Community wages	55,551		55,551	59,451
Speakers	1,256		1,256	498
Advertising & publicity	1,668		1,668	2,529
Miscellaneous	2,349		2,349	2,623
Bursaries	984		984	623
Charitable donations *	0	513	513	273
Depreciation	7,899		7,899	11,648
Total expenditure	<u>113,079</u>	<u>513</u>	<u>113,592</u>	<u>125,749</u>
Net resources expended in the year	<u>-39,797</u>	<u>0</u>	<u>-39,797</u>	<u>-56,771</u>

* Charity payments are in respect of the collections made at the chapel and were accrued to be distributed equally to Mityana Charity in Uganda and Motor Neurone Disease Association

5. Governance costs - Management and administration of the charity

	Total Year Ended 31.03.09 £	Total 17 Months Ended 31.03.08 £
Community Treasurer	8,296	6,176
Membership secretary	1,456	1,768
Auditors remuneration *	1,500	1,500
Insurance	71	3,727
Stationery & postages	1,079	685
Telephone	181	367
Other expenditure	5,750	7,556
Travel costs	1,059	1,200
Costs of Trustees meetings	1,013	2,242
	<u>20,405</u>	<u>25,221</u>
Depreciation on computers	1,308	1,471
	<u>21,713</u>	<u>26,692</u>

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

Trustees are not remunerated. They are paid expenses for attending meetings and duties directly related to their duties as trustee. In 2008/09 4 trustees were paid total expenses of £829 (2006/08 £1014) for travel and other related costs.

Notes to the financial statements (continued)

 For the year ended 31 March 2009

6. Total Community Resources Expended

	Staff Costs	Depreciation	Other Costs	Total Year Ended 31.03.09	Total 17 Months Ended 31.03.08
	£	£	£	£	£
Burton Bradstock centre	38,341	3,514	60,783	102,638	110,142
Bradwell Centre	55,551	7,899	49,629	113,079	125,476
Central Membership Mailing	0	0	653	653	1,536
Management & Administration of the Charity	<u>9,752</u>	<u>1,308</u>	<u>10,653</u>	<u>21,713</u>	<u>26,692</u>
	<u>103,644</u>	<u>12,721</u>	<u>121,718</u>	<u>238,083</u>	<u>263,846</u>

7. Total Community Staff Costs

	Year Ended 31.03.09	17 Months Ended 31.03.08
	£	£
Warden & Core Community payments	81,922	88,845
Employers National Insurance	4,485	5,278
Pension Provision	7,485	4,632
Salaries and Fees- Central costs	<u>9,752</u>	<u>7,944</u>
	<u>103,644</u>	<u>106,699</u>

	Year Ended 31.03.09	17 Months Ended 31.03.08
Average number of 'full time' equivalent employees	8	6
Charitable activities	<u>0.5</u>	<u>0.5</u>
Governance	<u>8.5</u>	<u>6.5</u>

No employee received more than £60,000

THE OTHONA COMMUNITY
Registered Charity Number 277843

Notes to the financial statements (continued)

For the year ended 31 March 2009

8. Tangible Fixed Assets

	Freehold Land & Buildings £	Investment Property £	Computers £	Furniture & Equipment £	Motor Vehicles £	Total £
Cost						
At 31/3/2008	1,533,361	200,000	11,084	115,544	9,170	1,869,159
Disposals	0	0	0	0	0	0
Gain in year	32,373	550,000	0	0	0	582,373
At 31/3/2009	<u>1,565,734</u>	<u>750,000</u>	<u>11,084</u>	<u>115,544</u>	<u>9,170</u>	<u>2,451,532</u>
Accumulated depreciation						
At 31/3/2008	0	0	8,404	92,123	4,948	105,475
Disposals	0	0	0	0	0	0
Charge for year	0	0	1,308	9,579	1,834	12,721
At 31/3/2008	<u>0</u>	<u>0</u>	<u>9,712</u>	<u>101,702</u>	<u>6,782</u>	<u>118,196</u>
Net book values						
At 31/3/2009	<u>1,565,734</u>	<u>750,000</u>	<u>1,372</u>	<u>13,842</u>	<u>2,388</u>	<u>2,333,336</u>
At 31/3/2008	<u>1,533,361</u>	<u>200,000</u>	<u>2,680</u>	<u>23,421</u>	<u>4,222</u>	<u>1,763,684</u>
Restricted Funds						
At 31/3/2009	<u>1,594,972</u>	<u>750,000</u>	<u>0</u>	<u>6,204</u>	<u>0</u>	<u>2,351,176</u>
At 31/3/2008	<u>1,533,361</u>	<u>200,000</u>	<u>0</u>	<u>3,923</u>	<u>0</u>	<u>1,737,284</u>

9. Capital Commitments

2008-9 2006-8

Authorised but not contracted for £466,494 £0

These estimated project total costs are on the basis of attracting grant funding of £200,442

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

	CASH £	BANK £	COIF £(*)	TOTAL £
General Fund	0	43,589	524	44,113
General Fund Cash Floats	250	0	0	250
Bradwell Operations	240	8,082	0	8,322
Burton Bradstock Operations	604	15,404	0	16,008
Bradwell Fund	0	31,579	26,842	58,421
Burton Bradstock Development Fund	0	41,195	125,761	166,956
	<u>1,094</u>	<u>139,849</u>	<u>153,127</u>	<u>294,070</u>

(*) Average rates for the COIF accounts were: 5.43% quarter ending 30/06/08; 5.50% quarter ending 30/09/08; 4.89% quarter ending 31/12/08; 2.22% quarter ending 31/03/09.

THE OTHONA COMMUNITY

Registered Charity Number 277843

Notes to the financial statements (continued)
For the year ended 31 March 2009

11. Debtors

	Year Ended 31.03.09 £	17 Months Ended 31.03.08 £
Income tax recoverable	1,732	6,469
Other debtors	1,104	865
Prepayments	8,725	8,466
	<u>11,561</u>	<u>15,800</u>

12. Liabilities: Amounts falling due within one year

	Year Ended 31.03.09 £	17 Months Ended 31.03.08 £
HM Customs & Excise re VAT	774	2,167
Inland Revenue re Payroll	0	0
Deposits received	19,579	11,741
Creditors and accruals	5,512	6,255
	<u>25,865</u>	<u>20,163</u>

	Year Ended 31.03.09 £	17 Months Ended 31.03.08 £
13. Liabilities: Interest free loans		
Loans falling due within one year	40000	0
Loans falling due after one year	34500	0

Loans are secured on the Charity's assets

THE OTHONA COMMUNITY
Registered Charity Number 277843

Notes to the financial statements (continued)
 For the year ended 31 March 2009

14. Designated Funds

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

	Balance 31 March 2008 £	New Designations £	Utilised £	Balance 31 March 2009 £
Burton Bradstock Peoples' Fund	21,526	360	10,119	11,767
Burton Bradstock Warden's Special Projects	12,820	2,640	3,345	12,115
Property Development Fund (Re-assigned as a Restricted Fund)	38913	0	38,913	0
	<u>73,259</u>	<u>3,000</u>	<u>52,377</u>	<u>23,882</u>

15. Analysis of Net Assets Between Funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted Funds			
Andrew Hardy Memorial Fund	0	550	550
Bradwell Buildings	1,357,417	111,138	1,468,555
Burton Bradstock Buildings	890,213	111,210	1,001,423
Burton Bradstock Inlight Trust	0	10,000	10,000
BB additions	58,429	0	58,429
Bradwell Playground Fund (Equipment)	3,668	0	3,668
Bradwell additions (Equipment)	2,536	0	2,536
Property Development Fund (Ex Designated Fund)	38,913	0	38,913
Total restricted funds	<u>2,351,176</u>	<u>232,898</u>	<u>2,584,074</u>
Designated Funds	0	23,882	23,882
Unrestricted Funds	<u>-17,840</u>	<u>-46,479</u>	<u>-64,319</u>
	<u>2,333,336</u>	<u>210,301</u>	<u>2,543,637</u>

16. Restricted funds

	Balance 31 March 2008 £	Movement in Resources		Balance 31 March 2009 £
		Incoming £	Outgoing £	
Bradwell Fund	51,861	59,842	565	111,138
Burton Bradstock Buildings Fund	126,389	17,194	32,373	111,210
Andrew Hardy Memorial Fund	534	16	0	550
Burton Bradstock Inlight Trust Fund	0	10,000	0	10,000
	<u>178,784</u>	<u>87,052</u>	<u>32,938</u>	<u>232,898</u>

Part of the Bradwell Fund has been utilised on improvements.

The Burton Bradstock Buildings Fund is for major building and refurbishment at the Centre.

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

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

THE OTHONA COMMUNITY

Registered Charity Number 277843

Notes to the financial statements (continued)

For the year ended 31 March 2009

16. Restricted funds (continued)

Bradwell Fund

	Year Ended 31.03.09 £	Year Ended 31.03.09 £
Balance brought forward		51,861
Income:		
Donations	53,986	
Gift Aid	4,677	
Investment income	1,179	<u>59,842</u>
		111,703
Expenditure		<u>-565</u>
Balance at 31 March 2009		<u>111,138</u>

Burton bradstock buildings fund

	Year Ended 31.03.09 £	17 Months Ended 31.03.08 £
Balance brought forward		126,389
Income:		
Donations	5,162	
Gift Aid	1,184	
Investment income	5,848	
Other income	5000	<u>17,194</u>
		143,583
Expenditure		<u>-32,373</u>
Balance at 31 March 2009		<u>111,210</u>

Burton Bradstock Inlight Trust Fund

	Year Ended 31.03.09 £	17 Months Ended 31.03.08 £
Balance brought forward	0	0
Income:		
Donations	10,000	
		<u>10,000</u>
Expenditure		<u>0</u>
Balance at 31 March 2009		<u>10,000</u>