

REGISTERED COMPANY NUMBER: 05514023 (England and Wales)
REGISTERED CHARITY NUMBER: 1111085

Report of the Trustees and
Unaudited Financial Statements For The Year Ended 30 September 2012
for
The Knowle Society

West - Chartered Accountants
Office 2 Greswolde House
197b Station Road
Knowle
Solihull
West Midlands
B93 0PU

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for the Year Ended 30 September 2012**

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Report of the Trustees
for the Year Ended 30 September 2012

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2012. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05514023 (England and Wales)

Registered Charity number

1111085

Registered office

c/o West - Chartered Accountants
Office 2 Greswolde House
197b Station Road
Knowle, Solihull
West Midlands
B93 0PU

Trustees

| | |
|------------------------|---------------------|
| L T Jones (Chairman) | |
| W Bohanna (Dep Chair) | |
| E J Linker (Hon Sec) | - appointed 20.2.12 |
| D N Watson (Treasurer) | |
| D J Bower | |
| J Erzen | |
| G G Masters | - resigned 20.2.12 |
| D A Pinwell | |
| C C Robinson | |
| J H Rowley | |
| I R Simmonds | |
| B S Smart | - resigned 20.2.12 |
| M A C Smith | |
| P F Johnson | |
| P J K Ewin | |
| A Marston | |
| E Baker | - appointed 20.2.12 |
| M Warr | - appointed 20.2.12 |

Company Secretary

D N Watson (Treasurer)

Independent Examiner

West - Chartered Accountants
Office 2 Greswolde House
197b Station Road
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West Midlands
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Report of the Trustees
for the Year Ended 30 September 2012

REFERENCE AND ADMINISTRATIVE DETAILS

Bankers

Lloyds TSB Plc
9/11 Poplar Road
Solihull
B91 3AN

National Savings & Investments
Glasgow
G58 1SB

COIF Charity Funds
80 Cheapside
London
EC2V 6DZ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Risk management

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

OBJECTIVES AND ACTIVITIES

The objects of the Society, in the governing Memorandum, are:

- to secure the preservation, protection, development and improvement of features of general public amenity or historic or public interest in the area of benefit or adjacent areas;
- to educate the public in the geography, history, natural history and architecture of the area of benefit;
- to preserve the character of the area of benefit as a thriving community;
- to promote a high standard of planning and architecture in or affecting the area of benefit and to oppose any inappropriate developments;
- to represent the views of the members to local and other authorities.
- to help foster community spirit by arranging lectures, social events and other appropriate activities.

These objects have been achieved largely through the work of your committees viz: Planning, Community Services, Natural Environment, Local History, Meetings & Social and Walks. Information on the Society's activities has been publicised through the Newsletter, our Website and the local media.

Several of the committees maintain close contacts with Solihull M.B.C., the Police, Public Transport providers, the Airport and the local traders to ensure that the views of the Society are heard in all relevant areas.

The Local History Committee also maintains contact with appropriate organisations. It manages the Society's collection of documents and artefacts relating to the village and also arranges regular exhibitions of local interest in the History Centre in Knowle Library. This has furniture and fittings provided by the Society in order to preserve and display the artefacts and archived documents.

The Meetings & Social and Walks Committee arranged well-supported programmes of talks and walks throughout the year. Our involvement with the switching on of the Christmas Lights in the High Street has again been well supported and widely appreciated.

Report of the Trustees
for the Year Ended 30 September 2012

OBJECTIVES AND ACTIVITIES

In addition to these ongoing activities the Planning Committee has again had a busy year, especially dealing for yet another year with the Planning Application in respect of St John's Close, usually known as the 'Waitrose plans'. Continuing discussions with the developers were successful in improving the details of the design of the building and its surroundings. Despite this the Society raised detailed objections to the final plans based mainly on highway and car parking grounds. In the event the Council Planning Committee granted planning permission, with a long list of conditions. We will continue to liaise with the developers to try and ensure the inevitable disruption is kept to a minimum.

The Planning Committee also made a number of significant submissions to the Solihull Local Plan that will guide the development of the borough up to 2028 in an attempt to control the rate of implementation of housing developments in the Village.

Regular contact is maintained with the Council's Planning Department and representations made when appropriate. The Trustee Directors are also grateful for the advice and assistance given to the Society by the local Councillors on planning and other matters.

This year, being Her Majesty's Diamond Jubilee, as well as the Society's Golden Jubilee, has been particularly busy. We hosted a free Birthday Tea Party in May for members and local residents and played a significant part in the events of the Jubilee weekend in June. Both these helped to promote the Society and its role in maintaining the character of the village. We also published a booklet highlighting some of the activities of the Society over the past 50 years. Unfortunately the Dinner Dance planned for September did not take place due to insufficient demand for tickets.

Funding for the proposed Knowle Green Community Project, which involves the redevelopment of the former toilet block at the junction of Station Road and the High Street has been difficult to obtain, and the project is on hold while an alternative use for the building is being explored.

Financial result for the Year

The year resulted in an excess of Expenditure over Income of £3,407. (2011 - Excess of Expenditure over income of £1,633). The increased expenditure largely reflected the costs of the activities referred to above in what was an exceptional year for the Society.

Membership

At the end of the year the membership of the Society stood at 3263, a further increase of 247 members over the past year, mainly due to the recruitment efforts of one of the Trustee Directors.

Risk Assessment

The Trustee Directors, through the committee Chairmen, carry out an annual risk assessment to ensure that all reasonable steps are taken to minimise risks to the Society's assets and to those who take part in our activities.

Reserves Policy

The Reserves Policy of the Society is that sufficient funds are retained to cover a minimum of one year's normal expenditure. It will be seen from the figures that the policy was not maintained this year due to exceptional expenditure for the Jubilees and costs associated with the Waitrose application. The society will continue to monitor the level of reserves throughout the coming year. Your Trustee Directors will not be recommending an increase in the subscriptions this year, but the increased costs of the Society's activities may make this necessary in due course.

Gifts in Kind

The Trustee Directors and many other volunteers freely give of their time and expertise. It is not considered meaningful to place an accurate value on this gift.

ON BEHALF OF THE BOARD :

L T Jones (Chairman) - Trustee

15 November 2012

**Independent Examiner's Report to the Trustees of
The Knowle Society**

I report on the accounts for the year ended 30 September 2012 set out on pages five to ten.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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

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West Midlands
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Date:

**Statement of Financial Activities
for the Year Ended 30 September 2012**

| | Notes | Unrestricted funds £ | Restricted funds £ | 30.9.12 Total funds £ | 30.9.11 Total funds £ |
|---|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| INCOMING RESOURCES | | | | | |
| Incoming resources from generated funds | | | | | |
| Voluntary income | | 11,436 | - | 11,436 | 9,413 |
| Activities for generating funds | 2 | 3,313 | - | 3,313 | 1,143 |
| Investment income | 3 | 128 | - | 128 | 75 |
| Total incoming resources | | 14,877 | - | 14,877 | 10,631 |
| | | | | | |
| RESOURCES EXPENDED | | | | | |
| Costs of generating funds | | | | | |
| Costs of generating voluntary income | | 4,763 | - | 4,763 | 4,421 |
| Charitable activities | | | | | |
| Charitable activities | | 9,210 | - | 9,210 | 3,867 |
| Governance costs | | | | | |
| | | 4,267 | 44 | 4,311 | 3,976 |
| Total resources expended | | 18,240 | 44 | 18,284 | 12,264 |
| | | | | | |
| NET INCOMING/(OUTGOING) RESOURCES before transfers | | | | | |
| | | (3,363) | (44) | (3,407) | (1,633) |
| Gross transfers between funds | 7 | (500) | 500 | - | - |
| Net incoming/(outgoing) resources | | (3,863) | 456 | (3,407) | (1,633) |
| | | | | | |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 16,633 | 337 | 16,970 | 18,603 |
| TOTAL FUNDS CARRIED FORWARD | | 12,770 | 793 | 13,563 | 16,970 |

The notes form part of these financial statements

Balance Sheet
At 30 September 2012

| | Notes | Unrestricted funds £ | Restricted funds £ | 30.9.12 Total funds £ | 30.9.11 Total funds £ |
|--|-------|----------------------------|--------------------------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 6 | 2,490 | - | 2,490 | 3,735 |
| CURRENT ASSETS | | | | | |
| Stocks | | - | - | - | 258 |
| Cash at bank | | 10,280 | 793 | 11,073 | 12,977 |
| | | <u>10,280</u> | <u>793</u> | <u>11,073</u> | 13,235 |
| NET CURRENT ASSETS | | <u>10,280</u> | <u>793</u> | <u>11,073</u> | <u>13,235</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | | | |
| | | <u>12,770</u> | <u>793</u> | <u>13,563</u> | 16,970 |
| NET ASSETS | | <u>12,770</u> | <u>793</u> | <u>13,563</u> | <u>16,970</u> |
| FUNDS | | | | | |
| Unrestricted funds | 7 | | | 12,770 | 16,633 |
| Restricted funds | | | | 793 | 337 |
| TOTAL FUNDS | | | | <u>13,563</u> | <u>16,970</u> |

The Knowle Society

Balance Sheet - continued
At 30 September 2012

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2012.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2012 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 15 November 2012 and were signed on its behalf by:

L T Jones (Chairman) -Trustee

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2012**

4. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

| | | |
|-----------------------------|---------------------|--------------|
| | 30.9.12 | 30.9.11 |
| | £ | £ |
| Depreciation - owned assets | <u>1,245</u> | <u>1,245</u> |

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2012 nor for the year ended 30 September 2011.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 30 September 2012 nor for the year ended 30 September 2011.

6. TANGIBLE FIXED ASSETS

| | Plant and machinery etc £ |
|---|--|
| COST | |
| At 1 October 2011 and 30 September 2012 | <u>6,225</u> |
| DEPRECIATION | |
| At 1 October 2011 | 2,490 |
| Charge for year | <u>1,245</u> |
| At 30 September 2012 | <u>3,735</u> |
| NET BOOK VALUE | |
| At 30 September 2012 | <u><u>2,490</u></u> |
| At 30 September 2011 | <u><u>3,735</u></u> |

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2012**

7. MOVEMENT IN FUNDS

| | At 1.10.11 £ | Net movement in funds £ | Transfers between funds £ | At 30.9.12 £ |
|---------------------------|-----------------|----------------------------------|------------------------------------|-----------------|
| Unrestricted funds | | | | |
| General fund | 15,412 | (3,123) | - | 12,289 |
| Derek Mellor Fund | 421 | (140) | - | 281 |
| Jennens Fund | 300 | (100) | - | 200 |
| Mrs W M Hazzard Fund | 500 | - | (500) | - |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| | 16,633 | (3,363) | (500) | 12,770 |
| Restricted funds | | | | |
| Eva Wootton Fund | 130 | (44) | - | 86 |
| SUSTAiN Award | 207 | - | - | 207 |
| Mrs W M Hazzard | - | - | 500 | 500 |
| | <hr/> | <hr/> | <hr/> | <hr/> |
| | 337 | (44) | 500 | 793 |
| TOTAL FUNDS | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| | 16,970 | (3,407) | - | 13,563 |

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

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 14,877 | (18,000) | (3,123) |
| Derek Mellor Fund | - | (140) | (140) |
| Jennens Fund | - | (100) | (100) |
| | <hr/> | <hr/> | <hr/> |
| | 14,877 | (18,240) | (3,363) |
| Restricted funds | | | |
| Eva Wootton Fund | - | (44) | (44) |
| | <hr/> | <hr/> | <hr/> |
| TOTAL FUNDS | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| | 14,877 | (18,284) | (3,407) |

8. TOTAL FUNDS

The Society has provisionally agreed to provide a further contribution of £4,417 towards the costs of the Knowle Green Community Project, although the feasibility of the project is now under review.

Detailed Statement of Financial Activities
for the Year Ended 30 September 2012

| | 30.9.12 | 30.9.11 |
|---|---------|---------|
| | £ | £ |
| INCOMING RESOURCES | | |
| Voluntary income | | |
| Donations | 323 | 532 |
| Subscriptions | 8,789 | 7,545 |
| Taxation refund | 2,324 | 1,336 |
| | <hr/> | <hr/> |
| | 11,436 | 9,413 |
| Activities for generating funds | | |
| Walks & visits | 720 | 829 |
| Social events | 560 | 96 |
| Local history centre | 39 | 105 |
| Calendars, guides & DVD's | 1,873 | 113 |
| Other charitable activities | 121 | - |
| | <hr/> | <hr/> |
| | 3,313 | 1,143 |
| Investment income | | |
| Bank interest | 128 | 75 |
| | <hr/> | <hr/> |
| Total incoming resources | 14,877 | 10,631 |
| RESOURCES EXPENDED | | |
| Costs of generating voluntary income | | |
| Meeting expenses | 837 | 1,187 |
| Social events & visits | 1,352 | 804 |
| Newsletter | 2,327 | 2,002 |
| Advertising | 247 | 428 |
| | <hr/> | <hr/> |
| | 4,763 | 4,421 |
| Charitable activities | | |
| Local History Centre | 695 | 822 |
| Christmas expenses | 814 | 390 |
| Capital expenditure | - | 18 |
| Jubilee celebrations/ Festival in the Park | 2,425 | 688 |
| Calendars, guides & DVD's | 2,083 | 258 |
| Waitrose costs | 1,283 | - |
| Other charitable activities | 1,910 | 1,691 |
| | <hr/> | <hr/> |
| | 9,210 | 3,867 |
| Governance costs | | |
| Insurance | 202 | 200 |
| Accountancy | 510 | 488 |
| Guild House-Trustees' Meetings | 444 | 377 |
| Post, stationery & sundries | 1,008 | 780 |
| Carried forward | 2,164 | 1,845 |

Detailed Statement of Financial Activities
for the Year Ended 30 September 2012

| | 30.9.12 | 30.9.11 |
|---------------------------------|--------------------|-------------|
| | £ | £ |
| Governance costs | | |
| Brought forward | 2,164 | 1,845 |
| Storage facilities | 887 | 775 |
| Sundry governance expenditure | 15 | 111 |
| Fixtures and fittings | 1,245 | 1,245 |
| | <hr/> 4,311 | <hr/> 3,976 |
| Total resources expended | 18,284 | 12,264 |
| | <hr/> | <hr/> |
| Net expenditure | (3,407) | (1,633) |
| | <hr/> <hr/> | <hr/> <hr/> |