

The Digbeth Trust Ltd

REPORT OF THE TRUSTEES/DIRECTORS AND ACCOUNTS

FOR YEAR ENDING 31 MARCH 2004

The Digbeth Trust Ltd
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A company limited by guarantee no: 1985299
Registered charity no: 517343

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THE DIGBETH TRUST LTD

REPORT OF THE TRUSTEES/DIRECTORS FOR YEAR ENDING 31 MARCH 2004

1. Status

Set up in 1984, the Trust is a registered charity [number: 517343] and operates as a company limited by guarantee [number: 1985299].

2. Principal Activity

'User involvement, self-help and transferring skills is the heart of our work'

The Trust's vision is to provide accessible, responsive, relevant, flexible and effective support for grassroots voluntary and community organisations (VCOs) in Birmingham and surrounding areas so that they are better able to combat disadvantage.

The Trust works mainly with VCOs who are volunteer-led, lack internal capacity, lack access to funders and technical aid providers and generally have had little past support. Through direct face-to-face contact we offer independent, impartial support and advice to improve their knowledge and understanding of the regeneration policy issues so that they can make the right choices and take the right first steps. Enabling VCOs to take a business planning approach to developing community-led solutions to combating disadvantage is a key activity. We mobilise a range of support activities to assist VCOs including feasibility studies, project development and organisational development and referral to other reliable sources of support.

This is driven by the Trust's strategic aims that seek to:

- Foster community development and local enterprise by strengthening the capacity of VCOs so that they more effectively engage in and tackle local issues
- Develop the sustainability of projects that have long-term impact and benefits for local people
- Encourage partnership working to increase the funds and resources available to voluntary and community organisations
- Make its own processes and services open and easily accessible to those most in need

The Trust has a successful track record of working within the grassroots sector poorly served by mainstream services. As part of its support portfolio the Trust has built up, over the years, a register of vetted community consultants (now numbering some 80 individuals). This is a valuable asset and a source of value for money professional and technical expertise for the sector including planning, buildings, legal, health & social care, environmental and conservation.

3. Organisation

The Trust is a membership organisation (membership is free); members may vote at the Annual General Meeting. Trustees are elected from the membership, which currently stands at 28 individuals and 77 organisations. Many members are previous grant applicants.

A committee of volunteer trustees (the 'board') elected from the membership manages the Trust and are also its directors. One third of trustees stand down at the Annual General Meeting and the board, from time to time, co-opts additional members with a particular expertise or area of knowledge.

4. Review of the Trust's activities during the year

The Trust has first hand knowledge of the issues that concern grassroots groups. It was able to discuss these with regeneration programmes and funders who had similar development themes & outcomes and jointly addressed some of the demand through applying small grants budgets. The Trust directly supported some 35 VCOs (see Appendix for details of client groups supported) and handled enquiries for support from another 178 or so groups. Other activities during the year included research and partnership working. Summarising:

Restricted Funds – Small Grant Budgets

- (a) Greets Green First Steps Project Year 2 (Funder: Greens Green Partnership New Deal for Communities)

This 3-year project supports the principal community empowerment & sustainability theme of the Greets Green Partnership NDC and complements other local initiatives in Sandwell. The Partnership agreed a small grants budget of £60,000 annually for the project. The Trust's development worker provided face-to-face support for grassroots VCOs in the Greets Green area, assisted them to think through their project ideas and identify the steps and support needed, and to submit applications to the grants programme as appropriate. Groups could apply for up to £3,000 to fund a range of activities including feasibility studies; project development and business plan consultancies. 14 groups were supported.

- (b) ESF Objective 3 & SRB4 Birmingham CAN! Global Grants Programme (Funder: from Government Office for the West Midlands through Birmingham Voluntary Services Council as the accountable body)

A total grants budget of £248,181 was managed under this programme during 2001-03, to enable VCOs in Birmingham to fund projects which move people facing social exclusion towards the labour market. Some programme activities were carried into financial year 2003-04. The Trust had publicised the programme, invited and appraised bids from groups (for up to £6,000), and supported a grant assessment panel made up of voluntary sector organisations in Birmingham, including those working with people targeted. A total of 39 groups supported, of which 5 had two grants and 15 were supported in this financial year.

Other Restricted Funds

- (c) Community Development Project (Funders: Community Fund - now The Big Lottery Fund, Esmée Fairbairn Foundation and Lloyds TSB Foundation)

The Trust continued its 3-year Community Development Project that began in July 2001. The project enabled the Trust to provide dedicated, face-to-face development worker support for VCOs in Birmingham who needed help with feasibility studies, project development and organisational development. The programme also funded 6 architectural feasibility studies. The project exceeded all its outputs before its completion in June 2004.

Research

- (d) BCEN pilot project (Funder: Birmingham Community Empowerment Network)

This project researched the use, role and development of community consultants, overseen by a working group set up in early 2003 and comprising the Digbeth Trust (lead organisation), the Economic Development Department of Birmingham City Council and Birmingham Voluntary Service Council (Research, Information & Sector Intelligence team). These organisations

came together because of a shared interest in supporting the learning and development of small grass roots voluntary and community organisations (VCO's). They were particularly interested in gaps in consultancy provision, including issues of language, cultural sensitivities and gender.

Key findings suggest that (i) there was a lack of co-ordinated approach to accessing and using the services of external professionals; (ii) external consultancies to be tailored around what grassroots organisations actually need; and (iii) the need for quality control and a co-ordinated way of recruiting approved consultants and appraising their performance. The Trust is aiming to implement these findings in 2004-05. This work has led to proposals for a technical aid service for the voluntary sector that the Trust is discussing with the Government Office for the West Midlands and partners.

Other Activities:

(e) Sign-posting and referral

The Trust received some additional 110 enquiries from VCOs requiring a range of development support. If the Trust was unable to assist them they were referred to other appropriate sources. The Trust also assisted 68 organisations who had their own funding but needed a technical aid professional or trainer. We are looking at effective ways of tracking the impact of such referrals. Being accessible to grassroots groups for such enquiries is a labour intensive but a key 'clearing house' role for the Trust.

(f) Networking and Linkages

The Trust was represented on key partnerships including the Birmingham & Solihull Social Economy Consortium and the Steering Group for BCEN.

(g) Management Services

The Trust provides management services for the William Dudley Trust (WDT), which is an endowed trust with its own board of trustees and bank accounts. The Trust's activities include servicing its board and grant administration. During 2003-04 the WDT received 100 enquiries for funding and 47 letters of applications were presented to trustees, of which 24 were approved.

(h) The Women's Safety Initiative

This is a local organisation which, on winding up, donated £5,095 to the Trust with the request that the funds be used to support local women only groups.

5. Grant Making Policy

The aim of the Trust's grant making is to deliver a quality and beneficial service, ensuring that (a) organisations are getting the support they actually need; (b) necessary skills are transferred to individuals enabling them successfully manage and sustain their projects; and (c) the aspirations of the regeneration programmes are met. The Trust assesses impact through monitoring and evaluation of each grant-aided activity on completion, and an independent evaluation of its work every 4 years or so.

The Trust's experience shows that small grants are better targeted and commissioning briefs for buying-in external specialist support generally more relevant to the organisation's need when underpinned by face-to-face development worker support. Enabling groups to test the feasibility of their ideas in the context of the wider regeneration priorities is vital to long-term success.

The Trust is conscious of the need for proper accountability, reporting obligations and governance issues around grant making. It makes sure that community-led grant panels have delegated authority to assess grants and decisions properly reported and recorded for audit trail purposes. This protects the interests of both client groups and funders. Ensuring transparency and fairness in some community regeneration programmes contexts can be a challenge. Establishing and managing structures and processes to help ensure this is a core skill for the Trust.

6. Grant Administration Policy

In direct support of community empowerment, the Trust ensures that grant assessment panels are community-led and members for each broadly drawn from the sector benefiting from the small grants programme. The Trust will publicise the programme, invite applications, provide development support to make sure as far as possible applications are realistic and of the right quality, carry out technical appraisal and support the grants assessment panel to reach decisions. Successful bids are underpinned by robust conditions of grant-aid. The panel will have delegated authority to make decisions from the Trust's Board as well from the accountable body for the grants budget. Each panel meeting is subject to agreed ground rules covering aspects such as conflicts of interest, confidentiality, objectivity and voting.

7. Future Plans

The changing needs of grassroots groups and the Government's increasing high expectations of the Voluntary and Community Sector has prompted Trustees and staff to review the key aspects of the Trust's support portfolio. Our experience demonstrates that a greater flexibility of support is more effective in developing and sustaining projects and services.

The need for the kind of dedicated face-to-face support that the Trust provides for the grassroots sector is proven. Evidence submitted to the Voluntary Sector Commission in Birmingham, findings from BVSC's Research Information and Sector Intelligence both endorse this. The Trust commissioned an independent evaluation of its work with VCOs during 2001-04 (survey size 150 groups, with 53% responding) which shows that (a) over 92% of groups responding confirmed that support accessed though the Trust made it possible for them to buy-in technical aid *which they could not have otherwise afforded*; (b) 81% said that the help provided enabled them to get a *clear understanding of their circumstances and needs*; (c) almost 78% said that the Trust's support brought about a *significant improvement in their organisation's skills, capacity and confidence*; (d) almost 69% said they believe this to be a *permanent improvement*; (e) 27 groups went on to secure nearly £2million additional funds following the Trust's support. The full survey report is expected to be available in November 2004.

Following its review of the existing support portfolio the Board has adopted these two key objectives to secure the Trust's long-term future:

- Grassroots groups come to the Trust with often clearly evidenced need for a variety of development support and we currently have some 130 VCOs on our enquiries list. We will propose to the major regeneration programmes (e.g. PCTs, NRF) solutions for tackling this demand, e.g. through joint working and applying the Trust's tried and tested grants management package where necessary (access to grant funding, support with commissioning briefs, help with contracting external specialists, facilitating grant panels, monitoring & evaluation).

- Separately, develop a more flexible support package that more closely matches aspirations and needs of grassroots groups and more closely fits with the emerging national, regional and local regeneration policies

The second objective is now being actively pursued with key partners.

The Trust is in an excellent position. Its work already supports key regeneration policies such as the Home Office's Capacity Building and Infrastructure Framework (CB & IF), announced on 26 June 2004 under the Change Up brand, Birmingham City Council's City Council's Action Plan for Neighbourhood Renewal (Flourishing Neighbourhoods) and devolution and local initiatives. These are about strengthening community cohesion and voluntary sector infrastructure. Change Up will provide a more effective support framework, eliminate duplication and add value to and strengthen the sector and community cohesion. The City Council's strategy is to improve access at the local level to funds and potential service delivery partners.

The Trust's work also supports:

- the National Strategy for Neighbourhood Renewal, that expressed concern of the failure to harness the knowledge and energy of local people or to empower them to develop their own solutions
- the ESF Regional Development Plan, in that it will target specific groups identified as communities in need in the Core Needs Analysis
- the Agenda for Action in 'Promoting a Learning and Skilful region' and 'Regenerating Communities'
- the Home Secretary's broader policy objective relating to community cohesion civil renewal and active citizenship, where it is acknowledged that the Voluntary and Community Sector has a vital role to play.

The Trust is actively exploring the prospects for resourcing under the investment plan for re-configuring the local voluntary sector under the CB & IF strategy. As an immediate step and with funding of £22,450 from GOWM, the Trust will work with partner agencies to look into the feasibility of a technical aid service for the local voluntary and community sector in Birmingham as a pilot, before rolling it out to the wider region. This work is expected to end in March 2005. An output from this will be a business case for longer term resourcing.

Effective face-to-face support, increasing the knowledge and understanding of policy issues within groups, improved access to technical aid and funding programmes remain the key elements of the Trust's support activities. Facilitating VCOs to think through and plan appropriate solutions in the context of both the needs of their communities and in the wider context of neighbourhood renewal priorities is the way, in the Trust's experience, for developing sustainable user-led services.

While the Board is developing appropriate support responses intended to satisfy both funders and client groups, a key influence on the supply side will be the willingness of funders to provide core costs for the Trust to meet clearly evidenced demand for its services. Quite apart from supporting VCOs under regeneration programmes, the Trust typically receives about 150 direct enquiries a year from groups; handling these is unsustainable without extra resourcing. An important task for the Trust will therefore be to persuade funders of the business case for this.

8. Risk assessment

The Trustees recognise the importance of assessing risk in all areas of the Trust's operations and have agreed policies in place. Office risks have been assessed as part of the Trust's health & safety at work policy and brought to the notice of trustees, staff and volunteers.

An action plan to enable trustees monitor and take appropriate steps to reduce the major strategic, business and operational risks is under review.

9. Reserves policy

The Trustees have reviewed the reserves of the charity and the nature of anticipated income and expenditure. Account was taken of the need to secure the continuous operation of the Trust in the face of uncertain future income streams, with much of the Trust's current funding being for restricted purposes and available for a limited time period.

The Trustees have concluded, that in order to safeguard the future of the Trust as a going concern, general reserves should be at least equivalent to 6 months unrestricted running costs. The general reserve is expected to fall below this level during 2004-05 and Trustees are taking appropriate remedial action.

The Trustees have created a designated fund, which represents the estimated value of redundancy costs should the Trust's operations cease.

10. Directors' responsibilities in relation to financial statements

The trustee/directors are responsible for the preparation of financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the surpluses or deficits on its funds for that period. In preparing those financial statements the trustees are required to:

- select suitable financial policies and then apply them consistently
- make judgments and estimates that are reasonable and prudent; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue its operations

The trustee/directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company, and enable the preparation of proper financial statements. 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.

Approved by the trustees/directors and signed on their behalf by:

Mike Parker
Chair

14 October 2004

THE DIGBETH TRUST LTD

Trustees, Officers, Staff, Volunteers, Freelance Workers & Advisors

Trustees Current board members

Rachel Brackwell	<i>Company secretary</i>
Jeanette Burrows	<i>Vice-chair</i>
Makhdoom Ahmad Chishti	
John Copping	
Eddie Currall	
Mike Parker	<i>Chair</i>
David Williams-Masinda	
Michael Wootton	<i>Treasurer</i>

Ex-board members

Zualfqar Hussain	<i>Resigned October 2003</i>
Gurdev Kaur	<i>Resigned June 2004</i>
Ruby Osei	<i>Resigned May 2003</i>
Trilok Singh Wouhra	<i>Deceased</i>

Observers

Michael Barrow
Mark Lynes

Staff

Iqbal Basi	<i>Chief Executive</i>
Kate Hazlewood	<i>Manager</i>
Rita Corrigan	<i>Development Worker (contract ended June 2004)</i> <i>Community Development Project</i>
Patricia Allison	<i>Development Worker (appointed April 2004)</i> <i>Greets Green First Steps Project</i>

Volunteers

Ali H Kassam	<i>Administrative Assistance</i>
Shohreh Shadlou	<i>Administrative Assistance</i>

Freelance Workers

Greg Cox	<i>Development Worker</i> <i>SRB6 Small Grants</i>
Helen White	<i>Development Worker (appointed September 2004)</i> <i>ESF & SRB4 Birmingham CAN! Global Grants</i>
Lesley Stanley	<i>Development Worker (contract ended November 2003)</i> <i>Greets Green First Steps Project</i>

Auditor

Trevor E. Gambling
The Old Farmhouse
2a Monument Lane, Lickey
Birmingham
B45 9QQ

Bankers

Unity Trust Bank
Nine Brindley Place
4 Oozells Square
Birmingham
B1 2HB

Grant Panels having delegated authority to assess grant applications (2003-04)

Panel for the Greets Green First Steps Project

Makhdoom Ahmed Chishti
Ann Coll
Katherine Hewitt
Sharon Howard
Maureen Lambert
Jill Lloyd
Janet Sayce
Adrian Turner

Panel for the ESF & SRB4 Birmingham CAN! Programme

John Bleazard
Eddie Currall
Mark Lynes
Nicola Tyler

(both panels included representatives of the accountable body for the small grants budgets with the Digbeth Trust development workers present to assist a panel)

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Standard Office Hours Monday to Friday: 9.00am to 5.00pm

History

1984	Established
1985	Registered as a charity (no: 517343)
1986	Became a company limited by guarantee (no: 1985299)

THE DIGBETH TRUST LTD

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME & EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2004

	<i>Note</i>	Unrestricted Funds	Restricted Funds	Total Funds	2003
<i>Incoming resources</i>		£	£	£	£
Donations		-	5,095	5,095	100
Activities to further the charitable company's objects	2	7,896	217,819	225,715	427,851
Bank interest received		4,247	-	4,247	6,199
<i>Total incoming resources</i>		12,143	222,914	235,057	434,150
<i>Resources expended</i>					
<i>Charitable expenditure</i>					
Institutional grants payable	4	-	111,362	111,362	375,171
Other charitable costs	5	58,401	84,433	142,834	146,173
<i>Total resources expended</i>		58,401	195,795	254,196	521,344
<i>Surplus/(deficit) of incoming resources over resources expended</i>		(46,258)	27,119	(19,139)	(87,194)
Inter-fund transfers for the administration of the restricted	6	12,684	(12,684)	-	-
<i>Net movement in funds</i>	7	(33,574)	14,435	(19,139)	(87,194)
<i>Total funds at 31 March 2003</i>		55,996	52,327	108,323	195,517
<i>Total funds at 31 March 2004</i>		22,422	66,762	89,184	108,323

Movements in funds are disclosed in Note 11 to the financial statements; a number of additional externally-funded projects were commenced during the year, but such operations are considered to be part of the ongoing activity of the charity, and the comparative figures have not been adjusted to reflect these changes.

The Notes on pages 11 to 17 form part of these financial statements.

THE DIGBETH TRUST LTD

BALANCE SHEET AT 31 MARCH 2004

	<i>Note</i>		2004		2003
		£	£	£	£
Fixed Assets					
Tangible Fixed Assets	9		1,363		2,872
Current Assets					
Grants receivable	3	48,043		-	
Debtors and prepayments		-		188	
COIF charities deposit		81,005		117,255	
Cash at bank and in hand		22,074		142,913	
		151,122		260,356	
Current Liabilities					
Creditors - amounts due for payment within one year	10	63,301		154,904	
Net current assets			87,821		105,452
Total assets less liabilities			89,184		108,324
Represented by:					
Unrestricted funds					
General fund		17,422		50,997	
Designated staff contingency fund		5,000		5,000	
	11		22,422		55,997
Restricted funds	11		66,762		52,327
Total funds			89,184		108,324

These accounts on pages 9 to 17, which have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies, were approved by the trustee/directors on 14th October 2004 and are signed on behalf of them all.

Chair

The Notes on pages 11 to 17 form part of these accounts

THE DIGBETH TRUST LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004

1. Accounting policies

- a. **The accounts** have been prepared under the historical cost convention, and the Financial Reporting Standard for Smaller Entities (effective June 2002), and conform to the Statement of Recommended Practice *Accounting and Reporting by Charities* issued in October 2000.
- b. **Voluntary income** (including sponsorships) has been recognised on an accruals basis.
- c. **Grants** (including grants for the purchase of fixed assets) are recognised in full in the Statement of Financial Activities for the year in which they are receivable.
- d. **Resources expended** are recognised on an accruals basis, and include VAT which cannot be recovered.
- e. **Tangible fixed assets** are capitalised at cost. Depreciation is provided by equal installments over three years. The depreciation is treated as a charge against the fund from which the acquisition of the fixed asset has been financed.
- f. **The charity's working capital** is common to all its funds.
 - g. **Support costs** and management and administration costs of the charitable company are allocated between the unrestricted and the restricted funds.
- h. **Institutional grants** are awarded to Community Organisations for the preparation of business plans etc., on the recommendation of the appropriate Advisory Panel. The grants are not paid directly to the organisations, but held by the Trust until external consultants (appointed by the Trust) have completed and submitted the specified documents. Grants awarded are recognised as resources expended in the year in which they are made; grants awarded but subsequently not taken up are re-credited as incoming resources for the year in which they are recognised as being abandoned.
- i. **Unrestricted funds** are donations and other incoming resources receivable or generated for the objects of the charitable company without further specific purpose, and are available as general funds.
- j. **Designated funds** are unrestricted funds earmarked by the trustees for particular purposes.
 - k. **Restricted funds** are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.
- l. **Pension arrangements** for the staff are that the charitable company will contribute 5% of gross salary to their personal pension funds; the premiums are charged against revenue as they arise.
- m. **The charitable company** occasionally acts as an intermediary charity between donors and their beneficiaries; these transactions are not recognised in the charitable company's accounts, but are shown by way of a note to those accounts.
- n. **The costs** of managing the restricted funds are met by transfers of appropriate amounts into the Unrestricted General Fund.

2. Incoming resources from activities to further the charitable company's objects

<i>Activities to further the charity's objects</i>					
		Unrestricted Funds	Restricted Funds	Total Funds 2004	Total Funds 2003
		£	£	£	£
Grants received					
Birmingham City Council - Education		441		441	-
Global Grants		-	34,386	34,386	163,885
BCEN Pilot Project			4,985	4,985	4,985
Community Development Project			57,468	57,468	51,679
Greets Green First Steps Project		-	120,980	120,980	42,253
Organisational Development Training Programme					32,591
SRB6 Small Grants					118,450
CABBIO Consortium					6,000
BCEN Steering Group					3,900
Management fees		3,030		3,030	3,030
Sales and sponsorship		4,425		4,425	1,078
		7,896	217,819	225,715	427,851

3. Grants receivable

		Unrestricted Funds	Restricted Funds	Total Funds 2004	Total Funds 2003
		£	£	£	£
Sandwell MBC		-	43,058	43,058	-
Birmingham Voluntary Service Council		-	4,985	4,985	-
		-	48,043	48,043	-

THE DIGBETH TRUST LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004 (CONTINUED)

4. Institutional grants payable

	Unrestricted Funds	Restricted Funds	Total Funds 2004	Total Funds 2003
	£	£	£	£
SRB6 Small Grants	-	(4,534)	(4,534)	179,578
Global Grants	-	72,166	72,166	109,240
Greets Green First Steps Project	-	42,770	42,770	60,102
Organisational Development Training Programme	-	-	-	27,211
CABBIO Consortium	-	960	960	(960)
	-	111,362	111,362	375,171

Note: Full details regarding the original sources of grants received and of institutional grants made by the charitable company are given in the Trustee/Directors' Annual Report.

5. Other charitable costs

	2004 £	2003 £
Staff salaries etc	92,024	85,463
Staff recruitment	2,863	1,428
Training for applicant groups	-	1,000
Contractors' fees and expenses	30,225	31,063
Office rent, heating, and lighting	7,279	5,401
Telephone	1,202	1,865
Printing, stationery, and postage	2,364	4,393
Subscriptions and staff training	284	705
Insurances & miscellaneous expenses	2,274	1,835
Management and consultancy fees	1,006	481
Administration fees	-	845
Office administration	-	4,830
Office repairs and renewals	-	1,810
AGM and annual report	363	1,552
Independent examiner's (auditor's) fees	1,000	1,700
Depreciation of office equipment	1,950	1,802
	<u>142,834</u>	<u>146,173</u>

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004 (CONTINUED)

6. Inter-fund transfers

	2004	2003
	£	£
Contributions to costs of managing the funds	16,783	45,293
Less: over-contribution from 2000-01 and the transfer of a net current asset deficiency on a closed fund	(4,099)	-
	12,684	45,293

7. Net incoming resources for the year

This is stated after charging:	2004	2003
	£	£
Depreciation	1,950	1,802
Trustee/directors' remuneration	-	-
Auditor's remuneration	1,000	1,000

No travel or childcare costs (£nil in 2003) were reimbursed to any of the (zero in 2003) trustee/directors.

8. Staff costs and numbers

Staff costs were as follows:	2004	2003
	£	£
Salaries and Social Security costs	88,349	82,039
Pension costs	3,675	3,424
	92,024	85,463
The average weekly number of full-time equivalent employees during the year was:		
	2004	2003
	Number	Number
	3.75	4.0

No employee received emoluments of more than £50,000 during the year

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004
(CONTINUED)**

9. Tangible fixed assets

<i>Computers and office equipment</i>					
		General Fund	CDP Fund	SSTARI Fund	Total
		£	£	£	£
Cost					
at 31st March 2003		6,487	2,502	1,500	10,489
Additions		441	0		441
at 31st March 2004		6,928	2,502	1,500	10,930
Accumulated depreciation					
at 31st March 2003		5,550	1,567	500	7,617
charge for the year		616	834	500	1,950
at 31st March 2004		6,166	2,401	1,000	9,567
Net book value at 31st March 2004		762	101	500	1,363
Net book value at 31st March 2003		937	935	1,000	2,872

10. Current liabilities falling due within one year

	2004	2003
	£	£
Grants payable (Note 1h.)	62,101	152,571
Other creditors and prepayments	1,200	2,333
	<u>63,301</u>	<u>154,904</u>

THE DIGBETH TRUST LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004 (CONTINUED)

11. Movements in funds

	31 March 2003	Incoming resources	Outgoing resources	Transfers	31 March 2004
	£	£	£	£	£
Restricted funds					
Community Development Project	17,674	57,468	57,598	-	17,544
Global Grants	41,612	34,386	72,166	-	3,832
Organisational Development Training Programme	265	-	-	-	265
SRB6 Small Grants	6,222	-	(533)	-	6,755
SSTAR Fund	5,894	-	9,493	4,099	500
CABBIO Consortium	4,960	-	960	-	4,000
Greets Green First Steps Project	(28,249)	120,980	49,461	(15,675)	27,595
BCEN Pilot Project	3,949	4,985	6,650	(1,108)	1,176
Womens' Safety Initiative		5,095	-	-	5,095
Total restricted funds	52,327	222,914	195,795	(12,684)	66,762
Unrestricted funds :					
General Fund	50,996	12,143	58,401	12,684	17,422
Designated Staff Contingency Fund	5,000	-	-	-	5,000
Total unrestricted funds	55,996	12,143	58,401	12,684	22,422
Total Funds	108,323	235,057	254,196	-	89,184

Purposes of restricted funds

Their purposes are described in the Trustee/Directors' Annual Report.

Purpose of designated fund: Designated Staff Contingency Fund

The trustee/directors have set aside an amount intended to cover possible redundancy payments to staff members.

THE DIGBETH TRUST LTD

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004 (CONTINUED)

12. Analysis of net assets between funds

	General Funds £	Restricted Funds CDP £	SSTARI £	Other £	Total Funds £
Fixed assets	762	101	500	-	1,363
Net current Assets	21,660	17,443		48,718	87,821
	22,422	17,544	500	48,718	89,184

13. Intermediary transactions (Note 1.m)

Donor	£	Beneficiary
West Midlands Cooperative & Mutual Council	8,100	West Midlands New Economic Group

THE DIGBETH TRUST LTD

APPENDIX TO THE REPORT OF THE TRUSTEES/DIRECTORS FOR YEAR ENDING 31ST MARCH 2004: LIST OF ORGANISATIONS SUPPORTED

£

Global Grants Programme

Birmingham Institute for the Deaf	Job search training	5,000	
Birmingham Irish Heritage Group	Feasibility research/business start-up	3,955	
Birmingham Refugee Children & Youth New Hope Partnership	Basic skills/jewellery making	3,947	
Coalition of Disabled People in Birmingham	Training as trainers	6,000	
Disability West Midlands	Volunteer mentors training	5,970	
Freshwinds	Personal development	6,000	
Handsworth Community Care	ICT training	6,000	
Homestart Stockland Green & Erdington	Counselling training	6,000	
Kingstanding Community Developments	Creche provision, to support training	5,998	
Lion Kids Club Support Group	Job search training	1,077	
Schools Support Service	Volunteer training	6,000	
St Paul's Mums & Tots Group	ICT training	4,975	
Teamwork (Birmingham Refugee Women's Association)	Feasibility research/business start-up	5,797	
Windows for Sudan (Birmingham)	Business start-up training	2,782	
Yemeni Development Foundation	Community facilitators training	3,825	
Greets Green First Steps Project			
Bethel Christian Fellowship	Funding strategy	3,525	
Disabled Action Committee	Development plan & funding strategy	2,500	
Elim Pentecostal Church	Feasibility study - healthy living centre	3,000	
Hamblets Youth Association	Funding support	3,000	
Ryder's Green Methodist Day Centre for the Elderly	Business planning; funding strategy (2x£3k)	6,000	
Sandwell Irish Society	Business plan	3,000	
Shree Krishna Mandair	Architectural feasibility study	3,000	
Swan Village & Carters Green Goldies	Project feasibility study	3,000	
West Bromwich Pakistani Community Association	Architectural feasibility study	3,525	
Wood Lane Over 50's Club	Development support	2,500	
Wooden Spoon-Rainbow Club	Funding strategy	2,750	
Yemeni Community Association (Sandwell)	New building development plan	3,000	
Yemeni Women's Luncheon Club	Feasibility study	3,750	
CABBIO Consortium			
MBDC Ltd	Feasibility study		960

Community Development Project: support with architectural feasibility studies

Cape Community Care Day Centre
Jono Sova Jono Seba (JSJS) Limited
Moseley Community Development Trust
Sandwell Muslim Organisation
Shenley Green Centre
Soho Community Hall