

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010**

CONTENTS	Page
Legal and administrative information	1
Trustees' report	2 – 5
Independent examiners' report	6
Statement of financial activities	7 - 8
Balance sheet	9 - 10
Notes to the financial statements	11 – 17

Registered charity number – 1120210

Company number - 6272084

THURSDAY



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COMPANIES HOUSE

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION:

Name and Registered Charity and Company Numbers:

Arnos Vale Cemetery Trust.
Registered Charity No 1120210
Registered Company No 6272084

Correspondence Address:

West Lodge
Bath Road
Bristol BS4 3EW

Trustees:

Carla Contractor
Hildegard Dumper
Mary Wood
Quentin Alder
Lori Streich
Mark Pooley
Tony Cherry
James Garrett
Helen Moss
Peter Main

Independent examiner:

Ed Marsh ACA DChA
Burton Sweet Chartered Accountants
Pembroke House
15 Pembroke Road
Bristol
BS8 3BA

Bankers:

Lloyds TSB
Knowle Branch
BRISTOL

Trustees Annual Report for the year ended 31st March 2010

The trustees, who are also the Directors of the charity, present their report for the year ended 31 March 2010. Due to the trustees' status as directors under the Companies Act 2006, this report constitutes a directors' report as required by the Companies Act 2006, and has been prepared taking advantage of the exemptions conferred by Part 15 of this act.

Management and governance arrangements

The trust was incorporated as a company limited by guarantee on 7 June 2007 and was registered as a charity on 24 July 2007.

The governing document of the Trust is its memorandum and articles of association dated 7 June 2007.

The memorandum and articles of association sets out that the minimum number of Trustees is 5 and the maximum number is 12. Trustees meet monthly; additional sub-groups working on specific issues meet in addition to the main Trustees meetings. There are currently 4 main sub-groups:

- a) Project team
- b) Business Development Committee
- c) External Relations Committee
- d) Interpretation and Education Committee

New Trustees are identified to meet skills gaps on the Trustees body. They are identified and appointed by existing Trustees. Trustee induction is an area to be developed. All Trustees have been issued with a copy of the Charity Commission leaflet "The Essential Trustee: what you need to know". There is currently no set term of office for Trustees.

The Trustees regularly consider the risks that the charity faces. To date, there has been a particular focus on Health and Safety risks, and in the financial year 2005 – 2006, specialist contractors were engaged to conduct a full Health & Safety Risk Assessment of the whole site. A report was presented to the Trustees in April 2006. This covers the restoration and associated work carried out by volunteers, contractors and Trustees, and this now governs work carried out on the site. Financial risks are shared with Bristol City Council under the Joint Procurement Agreement (see below).

History, Objectives and Activities of the Trust:

An unincorporated trust, Arnos Vale Cemetery Trust, was formed in 2001, following a campaign to save historic Arnos Vale Cemetery from redevelopment. After a long campaign, the Cemetery was compulsorily purchased by Bristol City Council for £1 and a license to operate the cemetery was granted to Arnos Vale Cemetery Trust.

The net assets of the unincorporated trust were transferred to the charitable company on 1 October 2007.

Trustees Annual Report for the year ended 31st March 2010 (Continued)

The objects of the Trust are

- a) to secure the conservation, maintenance, operation and management of Arnos Vale Cemetery and its historic buildings, memorials, tombs and other historic physical features for the public benefit and as a cemetery for the decent burial of the dead
- b) to secure the conservation and management of the historic landscape, plants and natural life at Arnos Vale Cemetery for the public benefit.
- c) to advance the education of the public by making available materials for the study of the lives and significance of those buried in Arnos Vale Cemetery and their monuments by collecting storing and making available information on the genealogies conditions and life-styles of the inhabitants of Bristol and related areas through the ages by establishing and managing a museum and display material to demonstrate issues related to the history of Arnos Vale Cemetery and those buried in it and by preparing educational activities for schools colleges universities and other bodies who wish to visit the Cemetery in connection with their programmes courses and syllabuses
- d) to secure the proper conservation, management and care of the Books of Remembrance, historic burial records, cremation records and other archives relating to the Arnos Vale Cemetery for the public benefit
- e) to do all such other lawful things as are necessary to the attainment of the above objects or any of them

In December 2005, the Trust was awarded £4.82 million funding from the Heritage Lottery Fund, to restore the cemetery, manage and sustain its unique landscape and plants and natural life, and develop an education programme to promote the history of the site

The Trust works with Bristol City Council under a Joint Procurement Agreement which sets out to ensure the satisfactory commencement and continuance of the restoration of the Cemetery

The aims of the Trust during the year were:

- operating the cemetery,
- working with Bristol City Council towards the completion of the design stage of the restoration project and tendering the contract for the restoration,

Achievements over the past year:

The trust continued to fundraise matched funding towards the HLF Restoration Project By the end of the year the target of £550,000 was either pledged or received by the Trust

The Trust, together with its partner in the restoration project, Bristol City Council, continued to work with the contractor, Ken Biggs Ltd on the restoration of the cemetery Work commenced in May 2008 and was completed in the year

Trustees Annual Report for the year ended 31st March 2010 (Continued)

A researcher, an education officer and an interpretation officer were employed in the period, funded by the HLF, to develop the education and interpretation programme that will be offered to schools and the public on completion of the restoration project

The trust continued to operate Arnos Vale as a cemetery in the period from 1 April 2009 to 31 March 2010

Financial Review, investment policy and reserves:

Financial review

At 31 March 2010 the trust had net assets of £124,694, of which were represented by restricted funds of £89,941, and unrestricted funds of £34,753

The trust's main sources of unrestricted and restricted funding in the year were donations from Quartet, and the provision of cemetery services. The Quartet donations funded the support costs, business development, and the operation of the cemetery

Investment policy

The trustees, at their meeting in November 2006, have formulated an investment policy for surplus cash balances. The surplus balances have and will arise on restricted funds as the fundraising for matched funding for the restoration of the cemetery brings in increased donations from 2005/06 onwards. The trustees have considered their attitude to risk and investment returns and have decided to invest any surplus funds in UK bank or building society 90 day notice deposit accounts that provide the most competitive interest rates

Reserves policy

The Trust's reserves policy is to hold £90,000 in liquid unrestricted funds which represents approximately six months unrestricted expenditure. At 31 March 2010, the liquid unrestricted reserves were £29,306. The trustees are currently planning to develop the social enterprise activities of the Trust to increase the unrestricted income and funds of the Trust. With the re-opening of the cemetery in May 2010 the Trustees are confident of achieving this aim.

Future Plans:

The Trust will develop the sustainability of the cemetery in the coming year. A business development committee has been set up to look into how the cemetery can develop additional income streams to help support its activities. Funding for business development has been secured for three years from Quartet. The main areas to be developed are:

- membership scheme to be set up,
- hire of Anglican Chapel for funeral services;
- legacy campaign to be launched;
- corporate volunteer and responsibility days to be set up; and
- educational trips

Trustees Annual Report for the year ended 31st March 2010 (Continued)

Statement of Trustees Responsibilities

The Trustees are responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law and regulations

The Trustees are required to prepare Financial Statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) The Financial Statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period In preparing these Financial Statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the Financial Statements, and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

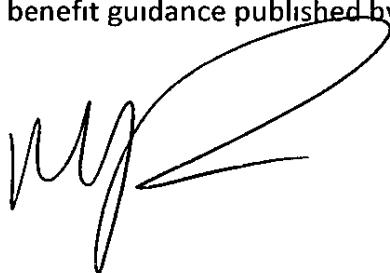
The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Companies Act 1985 They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

The trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission

Signed on behalf of the Trustees

Date

18/12/10



M POOLEY

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ARNOS VALE CEMETERY TRUST
(LIMITED BY GUARANTEE)**

I report on the accounts of the company for the year ended 31 March 2010, which are set out on pages 7 to 17

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts.

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

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and 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 statement 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 of the Companies Act 2006, and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 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

Burton Sweet Chartered Accountants
Pembroke House
15 Pembroke Road
Bristol BS8 3BA


Ed Marsh ACA DChA

Date 2nd Dec. December 2010

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)**STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2010**

	Note	Unrestricted Funds £	Restricted Funds £	Total funds 2010 £	Total funds 2009 £
INCOME AND EXPENDITURE					
INCOMING RESOURCES					
Incoming resources from Generated funds:					
<i>Voluntary income</i>					
Grants and donations	2	62,209	278,594	340,803	298,357
<i>Activities to generate funds</i>					
House of Lords dinner		-	6,880	6,880	7,905
Langford Court Lunch		1,120	-	1,120	
Film fees		816	-	816	550
Corporate days		368	-	368	-
Shop and merchandising		2,269	-	2,269	12
Incoming resources from charitable activities:					
Cemetery services, including searches		33,257	-	33,257	29,131
Cemetery tours,		816	-	816	-
Talks and slide shows		603	-	603	811
TOTAL INCOMING RESOURCES		101,458	285,474	386,932	336,766
RESOURCES EXPENDED					
Costs of generating funds:					
Fundraising and PR		14,185	7,116	21,301	13,832
Business development		-	62,210	62,210	52,579
Charitable activities					
Cemetery services		53,486	-	53,486	43,055
Volunteers		29,535	-	29,535	-
Education and interpretation		20,513	49,053	69,566	74,625
Restoration		-	131,867	131,867	200,000
Governance costs		2,037	-	2,037	1,285
TOTAL RESOURCES EXPENDED	3	119,756	250,246	370,002	385,376
Net (outgoing)/incoming resources for the period before transfers	4	(18,298)	35,228	16,930	(48,610)
Transfers	10	(23,822)	23,822	-	-
Net (outgoing)/incoming resources for the period after transfers		(42,120)	59,050	16,930	(48,610)

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)

**STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)
FOR THE YEAR ENDED 31 MARCH 2010 (cont)**

	Unrestricted Funds	Restricted Funds	Total funds 2010	Total funds 2009
Note	£	£	£	£
Net (outgoing)/incoming resources for the period after transfers	(42,120)	59,050	16,930	(48,610)
	-----	-----	-----	-----
Funds at 1 April 2009	76,873	30,891	107,764	156,374
	-----	-----	-----	-----
Funds at 31 March 2010	34,753	89,941	124,694	107,764
	-----	-----	-----	-----

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

BALANCE SHEET
AT 31 MARCH 2010

	Notes	2010 £	2009 £
FIXED ASSETS			
Tangible assets	7	5,447	5,537
CURRENT ASSETS			
Stock		3,696	-
Debtors	8	32,707	7,956
Cash at bank and in hand		84,076	97,469
		<hr/>	<hr/>
		120,479	105,425
CREDITORS Amounts falling due within one year	9	1,232	3,198
		<hr/>	<hr/>
NET CURRENT ASSETS		119,247	102,227
		<hr/>	<hr/>
NET ASSETS		124,694	107,764
		<hr/>	<hr/>
FUNDS:			
Restricted	10	34,753	30,891
Unrestricted		89,941	76,873
		<hr/>	<hr/>
		124,694	107,764
		<hr/>	<hr/>

The Trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act

The Trustees acknowledge their responsibilities for

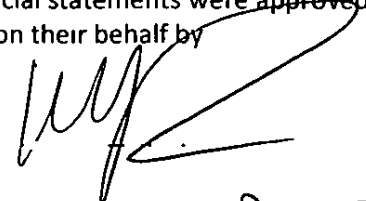
- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company

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

BALANCE SHEET (continued)
AT 31 MARCH 2010

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

These financial statements were approved by the directors and authorised for issue on 13/12/10, and are signed on their behalf by


TRUSTEE
18/12/10 M POOLEY

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010**

1. ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and follow the recommendations in the Statement of Recommended Practice – Accounting and Reporting by Charities published in March 2005

b) Fixed assets and depreciation

Tangible fixed assets over £250 are capitalised. Depreciation is provided on tangible fixed assets at rates calculated to write off the cost, less estimated residual value of each asset, over its expected useful life as follows

Fixtures, fittings and equipment	4 years straight line
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c) Incoming resources

Grants and donations are credited to the Statement of Financial Activities in the year in which they are receivable and are allocated to the appropriate fund

Investment income is included when receivable

Incoming resources from charitable trading activity are accounted for when earned

d) Reserves expended and allocation of costs

Resources expended are recognised in the period in which they are incurred. They include attributable VAT which cannot be recovered. They are allocated to the particular activity to which they relate

Costs of generating funds comprise the costs of applying for grants, branding and public relations

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Governance costs include those associated with meeting the constitutional and statutory requirements of the charity

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, support costs are apportioned between the three main activities on the basis of salary and consultants costs as a reasonable guide to activity

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010**

1. ACCOUNTING POLICIES (continued)

e) Fund accounting

Funds held by the charity are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

Further explanation of the nature and purpose of each fund is included in the notes to the accounts

f) Joint Procurement Agreement

The Trust works with Bristol City Council under a Joint Procurement Agreement which sets out to ensure the satisfactory commencement and continuance of the restoration project. The agreed aims and outcomes are the administration of the grants, the procurement of the services and the procurement of the works

The cemetery is the property of Bristol City Council, with the cemetery having a license to operate it through the joint procurement agreement

The project is managed by a board that has four members: the chair and vice chair of the Trust, and two representatives of Bristol City Council

Bristol City Council will undertake the day to day project management of the restoration of the cemetery and will manage the project finances through their bank accounts

Under the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005), a share of the income, expenditure and net assets of joint arrangements should be accounted for.

On the basis that the project is for the restoration of a Council asset and the main management resources of the project remain with the Council, the Trust believe that accounting for the project as a joint arrangement as directed under SORP 2005 will not give a true and fair view. In reality the trust believes that Bristol City Council will control the project, with the trust being consulted

The trustees will only account for project income and expenditure that is paid into and out of trust bank accounts. Therefore the trust will account for the matched fundraising and its transfer to Bristol City Council

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

2. GRANTS AND DONATIONS	2010	2009
	£	£
<u>Unrestricted</u>		
Quartet – income from Endowment held	50,728	61,403
Bristol City Council	-	32,000
E Hyatt	5,000	-
A M Prior	1,000	-
S D Lewis	1,200	-
P Gibbs	1,000	-
Other	3,281	219
	<hr/>	<hr/>
	62,209	93,622
	<hr/>	<hr/>
<u>Restricted</u>		
<i>Matched funding for restoration of cemetery</i>		
The Spielman Trust	20,000	45,000
Quartet – “seed” funding	91,000	-
Biffa	-	45,000
Medicor Foundation	33,000	33,000
The Medlock Charity	25,000	-
Hemmings	20,000	-
Quartet Foundation	5,000	-
Dame Violet Wills Charitable Trust	2,500	-
The Lankelly Charity Foundation	-	10,000
The Bristol Building Preservation Trust	-	5,000
The Forestry Commission	219	1,447
The Dyers’ Company Charitable Trust	-	1,000
Guardian Angels	7,292	8,199
Gift Aid on Guardian Angels	1,759	2,050
Other donations less than £1,000	1,498	4,864
<i>For the Rajah Ramahoun tomb and monument</i>		
Vitabiotics	5,000	-
Other donations less than £500	-	54
<i>Education and Interpretation</i>		
Heritage Lottery Fund – Bristol City Council	61,576	47,621
<i>Business development</i>		
Association of Independent Museums	4,750	1,500
	<hr/>	<hr/>
	278,594	204,735
	<hr/>	<hr/>
TOTAL	340,803	298,357
	<hr/>	<hr/>

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

3. TOTAL RESOURCES EXPENDED

	Direct staff costs £	Other direct costs £	Support costs £	2010 £	2009 £
Fundraising & PR	-	21,301	-	21,301	13,832
Business development	37,257	3,595	21,358	62,210	52,579
Volunteering	18,773	-	10,762	29,535	-
Cemetery services	26,585	11,661	15,240	53,486	43,055
Education and interpretation	35,783	13,270	20,513	69,566	74,625
Restoration	-	131,867	-	131,867	200,000
Governance cost	-	2,037	-	2,037	1,285
	118,398	183,731	67,873	370,002	385,376

Support costs have been apportioned between activities on the basis of staff and consultancy costs as a reasonable estimate of time spent on each activity. Support costs are made up as follows:

<u>Support costs</u>	2010 £	2009 £
Salaries	33,512	20,291
Staff training	1,447	891
Legal and professional fees	2,019	8,563
Office costs	11,650	7,261
Premises costs	9,266	5,001
Depreciation	4,737	6,658
Staff expenses (Includes temps costs – MP to amend)	5,242	746
	67,873	49,411
<u>Other direct costs</u>	2010 £	2009 £
Payment of matched funding to Bristol City Council	131,867	200,000
Education and interpretation resources and materials	13,270	9,316
Cemetery running and landscaping costs	11,661	11,688
Shop consultancy fees	3,525	-
Cost of goods sold in shop	715	-
Cost of House of Lords event	7,116	-
Professional fees	13,540	13,832
Independent examiner's fee	2,037	1,285
	183,731	236,121

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

4. NET INCOMING RESOURCES FOR THE YEAR	2010	2009
	£	£
This is stated after charging:		
Depreciation of owned assets	4,737	6,658
Independent examiner's fees	2,037	1,285
	—	—

5. EMPLOYEES AND STAFF COSTS

Staff costs were as follows	2010	2009
	£	£
Wages and salaries	138,886	114,686
Social security costs	13,024	10,755
	—	—
	151,910	125,441
	—	—

No employee earned £60,000 p a or more
The average number of employees during the period was

	2010	2009
	No	No
Chief Executive/Business Development Manager	1	1
Estate Manager	1	1
Estate worker	1	-
Interpretation Officer	1	1
Education officer	1	1
Researcher	1	1
Cemetery Supervisor	1	1
Administrator	1	1
	—	—
	8	7
	—	—

6. TRUSTEES' REMUNERATION AND RELATED PARTY TRANSACTIONS

No remuneration was paid to Trustees No trustees were reimbursed for travel (2009 - £252)

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

7. TANGIBLE ASSETS		Fixtures Fittings & Equipt. £
COST		
As at 1 April 2009		26,633
Additions		4,647
		—
At 31 March 2010		31,280
		—
DEPRECIATION		
As at 1 April 2009		21,096
Charge for the year		4,737
		—
At 31 March 2010		25,833
		—
NET BOOK VALUE		
At 31 March 2010		5,447
		—
At 31 March 2009		5,537
		—
8. DEBTORS	2010	2009
	£	£
Trade debtors	29,185	3,615
Prepayments	-	296
Other debtors	3,522	4,045
	—	—
	32,707	7,956
	—	—
9. CREDITORS	2010	2009
	£	£
Trade creditors	1,232	1,898
Accruals	-	1,300
	—	—
	1,232	3,198
	—	—

ARNOS VALE CEMETERY TRUST (LIMITED BY GUARANTEE)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2010 (continued)**

10 RESTRICTED FUNDS

	Business Development Fund	HLF I & E Fund	The Rajah Fund	HLF Matched Funding	Total
Balance at 1 April 2009	1,500	21,685	17,137	(9,431)	30,891
Incoming resources	95,750	61,576	11,880	116,268	194,474
Outgoing resources	(62,210)	(49,053)	(7,116)	(131,867)	(188,036)
Transfer between funds	-	(67,000)	-	67,000	-
Transfer from unrestricted funds	-	32,792	-	(8,970)	23,822
	_____	_____	_____	_____	_____
Balance at 31 March 2010	35,040	-	21,901	33,000	89,941
	_____	_____	_____	_____	_____

All restricted funds are represented by net current assets

Transfers

The transfer of £67,000 from the HLF I&E fund to the HLF Matched Funding fund accounts for the fact that these funds are now being accounted for as one fund now that the HLF project is coming to a close. The net £23,822 transfer from unrestricted funds to HLF Matched Funding, is to account for interpretation and education support costs that had been put against the HLF I&E restricted fund in earlier years that had not been funded for by the HLF.

Purpose of restricted funds:

HLF Matched Funding

This fund is for the matched funding required to be paid by the charity to the joint procurement agreement with Bristol City Council to renovate and restore Arnos Vale Cemetery. This matched funding is a requirement of the Heritage Lottery Fund grant and is to be paid to the joint venture project. The total to be raised is £542,500.

The Rajah Fund

This fund is for the restoration and maintenance of the Rajah tomb and monument.

HLF Interpretation and Education Fund

This fund is for the development of an interpretation and education programme for the cemetery to be delivered to schools and the public after the completion of the restoration project.

Business Development Fund

This fund is for the development of additional income streams for the charity.