

238630

**THE KENT BEE KEEPERS  
ASSOCIATION**  
(A Company Limited by Guarantee)

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED

30 SEPTEMBER 2003



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# THE KENT BEE KEEPERS ASSOCIATION

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**THE KENT BEE KEEPERS ASSOCIATION**

**LEGAL AND ADMINISTRATIVE INFORMATION**

For the Year Ended 30 September 2003

**DIRECTORS AND TRUSTEES:**

Dr C C ERHARDT	A C GIRDLER	J D GRIERSON
P F W HUTTON	A R MASTERS	N R MENGHAM
S V NEW	Dr P D OLDREIVE	B H PALMER
F B PEARCE	D A RIBBANS	R A H SMITH
M J WALL	C WATSON	J V WELLS
N WITHERS	D J WOOD	

**COMPANY REGISTERED NUMBER:** 238630

**CHARITY REGISTERED NUMBER:** 222946

**REGISTERED OFFICE:** National Beekeeping Centre  
RASE  
Stoneleigh Park  
Kenilworth  
Warwickshire CV8 2LG

**SECRETARY:** J D HENDRIE

**ACCOUNTANTS:** A C Fletcher  
Chartered Accountants  
4 Copperfield Way  
Chislehurst  
Kent BR7 6RY

**BANKERS:** National Westminster Bank Plc  
Maidstone  
PO Box No. 4  
High Street  
Maidstone  
Kent ME14 1XU

## **THE KENT BEE KEEPERS ASSOCIATION**

### **REPORT OF THE COUNCIL**

For the Year Ended 30 September 2003

The directors and trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements of the Kent Beekeepers Association (the company) for the year ended 30 September 2003. The directors and trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000.

#### **METHOD OF APPOINTMENT OR ELECTION OF DIRECTORS AND TRUSTEES**

The management of the company is the responsibility of the directors and trustees who are elected and co-opted under the terms of the Articles of Association.

#### **CONSTITUTION POLICIES AND OBJECTIVES**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

The aims of the company are to advance the science of apiculture and to promote, foster and encourage education therein. The Secretary and Treasurer receive honoraria from the company, apart from which all services to are provided wholly on a voluntary basis.

Implementation of the objectives is the responsibility of the Council, which meets periodically during each year. Branch representatives of Council are directors of the company. There has been no change in policy since the last report.

#### **DEVELOPMENT, ACTIVITIES AND ACHIEVEMENTS**

The company had 363 members during the year to 30 September 2003, an increase of 33 members compared with a decrease of 24 members in the previous year. In addition there were 53 friends (55 in 2002), 99 associate members (101 in 2002) and 5 junior members (2 in 2002).

There are twelve branches covering the county and they all hold regular meetings with practical demonstrations and lectures throughout the year. Many branches take part in and contribute to local events at which they publicise beekeeping in its many aspects. Most branches hold their own honey shows and the company organises and county honey show which also includes demonstrations and displays being held at the County Showground for three days during the Kent Show. Members and branches provide support and assistance to teachers in keeping bees in schools and providing bees for education. A great deal of effort is put into increasing public awareness of the environmental importance of bees and the many benefits of honey. Beekeepers are encouraged to take the BBKA examinations to increase both their knowledge and efficiency in the craft and encouragement is given to improve detection and treatment of bee diseases by beekeepers.

#### **FINANCIAL REVIEW**

The statement of financial activities shows total income for the year of £15,726 (2002 £13,586) and reserves at market value on 30 September 2003 amounted to £60,190 (2002 £56,683). Total expenses for the year amounted to £14,347 (2002 £13,679) and the net income before taking into account unrealised gains on investments was £1,379 (2002 net loss of £93).

#### **INVESTMENT POWERS**

The Memorandum of Association authorises the Trustees to make and hold investments using the general funds of the company without restriction.

#### **FUTURE DEVELOPMENTS**

The Trustees will continue to actively promote the objectives of the company by organising lectures, seminars and demonstrations etc. They consider that the present level of funding is adequate to support the continuing objectives of the company.

**THE KENT BEE KEEPERS ASSOCIATION**

**REPORT OF THE COUNCIL (Continued)**  
For the Year Ended 30 September 2003

**DIRECTORS' AND TRUSTEES' RESPONSIBILITIES**

Company and charity law applicable to charities in England/Wales requires the directors and trustees to prepare financial statements for each financial year which give a fair and true view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors and trustees have:

- selected suitable accounting policies and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on a going concern basis (unless it is inappropriate to presume that the Trust will continue in operation).

The directors and trustees have overall responsibility for ensuring that the company has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THIS REPORT** was approved by the directors and trustees on 5-6-04 and signed on its behalf by:

..... CC. R. Shand

**THE KENT BEE KEEPERS ASSOCIATION**

**ACCOUNTANTS' REPORT TO THE DIRECTORS  
ON THE UNAUDITED ACCOUNTS OF  
THE KENT BEE KEEPERS ASSOCIATION**

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 30 September 2003 set out on pages 6 to 13, and you consider that the company is exempt from audit under Section 249AA(1) of the Companies Act 1985.

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records of the company and information and explanations supplied to us.

A C Fletcher  
Chartered Accountants  
4 Copperfield Way  
Chislehurst  
Kent  
BR7 6RY

*A C Fletcher*  
..... A C Fletcher  
*5th June 2004* Date

**THE KENT BEE KEEPERS ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES**

For the Year Ended 30 September 2003

	Note	Unrestricted Funds 2002	Unrestricted Funds 2003
		£	£
<b>TURNOVER AND INVESTMENT INCOME</b>			
Subscriptions		9463	10248
Donations		1963	3438
Investment Income	2	2160	2040
<b>TOTAL TURNOVER AND INVESTMENT INCOME</b>		<u>13586</u>	<u>15726</u>
 <b>EXPENDITURE</b>			
Charitable Expenditure:			
Direct Charitable	3	7560	9400
Other	4	6119	4947
<b>TOTAL EXPENDITURE</b>	5	<u>13679</u>	<u>14347</u>
<b>NET INCOME FOR YEAR</b>		(93)	1379
Gains and Losses on Revaluations of Investment Assets	8	(2243)	2128
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		(2336)	3507
BALANCE BROUGHT FORWARD AT 1 OCTOBER 2002 AS PREVIOUSLY STATED		59019	56683
<b>BALANCE CARRIED FORWARD AT 30 SEPTEMBER 2003</b>		<u><u>56683</u></u>	<u><u>60190</u></u>

**SUMMARY INCOME AND EXPENDITURE ACCOUNT**

For the Year Ended 30 September 2003

	Note	Unrestricted Funds 2002	Unrestricted Funds 2003
		£	£
TOTAL INCOME		13586	15726
LESS: TOTAL EXPENDITURE		13679	14347
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR</b>		<u>(93)</u>	<u>1379</u>

THE KENT BEE KEEPERS ASSOCIATION

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES  
For the Year Ended 30 September 2003

	Unrestricted Funds 2002	Unrestricted Funds 2003
	£	£
NET (EXPENDITURE)/INCOME FOR THE YEAR	(93)	1379
Losses on Investments: Unrealised	<u>(2243)</u>	<u>2128</u>
TOTAL GAINS AND LOSSES RECOGNISED SINCE 1 OCTOBER 2002	<u><u>(2336)</u></u>	<u><u>3507</u></u>

All activities relate to continuing operations.

There is no difference between the (expenditure)/income on ordinary activities for the year stated above and its historical cost equivalent.



THE KENT BEE KEEPERS ASSOCIATION

BALANCE SHEET  
As at 30 September 2003

		2002		2003	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Fixed Assets	7		5307		22053
Investments	8		<u>28937</u>		<u>30792</u>
			34244		52845
<b>CURRENT ASSETS</b>					
Stocks		364		19	
Debtors		638		1551	
Cash at Bank and In Hand		<u>25604</u>		<u>27399</u>	
		26606		28969	
<b>CREDITORS:</b> Amounts falling due within one year		<u>(4167)</u>		<u>(4927)</u>	
<b>NET CURRENT ASSETS</b>			<u>22439</u>		<u>24042</u>
<b>NET ASSETS</b>			<u>56683</u>		<u>76887</u>
<b>RESERVES</b>					
Unrestricted - Designated Funds			3578		3494
Unrestricted - General Funds			<u>53105</u>		<u>73393</u>
			<u>56683</u>		<u>76887</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 249AA(1) of the Companies Act 1985 and members have not required the company to obtain an audit of its accounts for the year in question in accordance with Section 249(B)2 of the Act. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 30 September 2003 and of its profit for the year then ended in accordance with Section 226, and which otherwise comply with the requirements of the Act relating to the financial statements so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part IV of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

The financial statements were approved by the directors and trustees on 5-6-04 and signed on their behalf by:

*C. C. P. ...*

The notes on pages 8 to 13 form part of these financial statements

## THE KENT BEE KEEPERS ASSOCIATION

### NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 30 September 2003

#### 1. ACCOUNTING POLICIES

##### 1.1 Basis of Preparation of Financial Statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standards for Smaller Entities (effective June 2002). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in October 2000 and applicable accounting standards.

##### 1.2 Company Status

The company is a company limited by guarantee. The members of the company are the trustees named on Page 2. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

##### 1.3 Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the Notes to the Financial Statements.

Investment income, gains and losses are allocated to the appropriate fund.

##### 1.4 Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the company where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

##### 1.5 Resources Expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities that have been allocated on a basis consistent with the use of the resources.

##### 1.6 Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

##### 1.7 Cashflow

The financial statements do not include a cashflow statement because the charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective June 2002).

**THE KENT BEE KEEPERS ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS**

For the Year Ended 30 September 2003

**1.8 Tangible Fixed Assets and Depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives at varying rates. Apiary and other equipment held by branches are considered to have negligible value. Cups and trophies donated to the association have been included in these accounts at a deemed valuation on 30 September 2003.

	<b>Unrestricted Funds 2002</b>	<b>Unrestricted Funds 2003</b>
	<b>£</b>	<b>£</b>
<b>2. INVESTMENT INCOME</b>		
Listed Securities	1286	1301
Cash Investments	874	739
<b>TOTAL</b>	<b>2160</b>	<b>2040</b>
<b>3. DIRECT CHARITABLE EXPENDITURE</b>		
Affiliation Fees, Publications	6418	8068
Insurance	1022	1388
Surplus (Deficit) on Events and Activities	120	(56)
<b>TOTAL</b>	<b>7560</b>	<b>9400</b>
<b>4. OTHER EXPENDITURE</b>		
Depreciation	1805	1721
Branch Administration	2405	1579
Honoraria	700	800
Accountancy	587	294
Printing, Postage, Stationery and Telephone	421	150
Miscellaneous	123	194
Education and Calder	78	209
<b>TOTAL</b>	<b>6119</b>	<b>4947</b>

**5. ANALYSIS OF RESOURCE EXPENDED BY EXPENDITURE TYPE**

	<b>Total 2002</b>	<b>Deprecia- tion 2003</b>	<b>Other Costs 2003</b>	<b>Total 2003</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Direct Charitable Expenditure	7560	---	9400	9400
Other Expenditure	6119	1721	3226	4947
<b>TOTAL EXPENDITURE</b>	<b>13679</b>	<b>1721</b>	<b>12626</b>	<b>14347</b>

**THE KENT BEE KEEPERS ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS**

For the Year Ended 30 September 2003

**6. NET TURNOVER AND INVESTMENT INCOME/(EXPENDITURE)**

This is stated after charging.

	2002	2003
	£	£
Depreciation of Tangible Fixed Assets:		
Owned by Charity	<u>1805</u>	<u>1721</u>

During the year no Directors or Trustees received any remuneration (2002 NIL)

During the year no Directors or Trustees received any benefits in kind (2002 NIL)

During the year no Directors or Trustees received any reimbursement of expenses (2002 NIL)

**7. TANGIBLE FIXED ASSETS**

	Miscellaneous Equipment £
<b>Cost:</b>	
At 1 October 2002	9852
Additions	<u>1770</u>
At 30 September 2003	<u>11622</u>
<b>Depreciation:</b>	
At 1 October 2002	4545
Charge for Year	<u>1721</u>
At 30 September 2003	<u>6266</u>
<b>Net Book Value:</b>	
At 30 September 2002	<u>5307</u>
At 30 September 2003	<u>5356</u>

The Detling Pavilion and Toilet Block were fully depreciated in earlier years in view of the uncertainty of their useful lives and the fact that land on which they stood is not owned by the company.

Cups and trophies, not previously included in the accounts have been brought in at their deemed value on 30 September 2003 of £17,458. Total tangible assets therefore amount to £22,814.

**THE KENT BEE KEEPERS ASSOCIATION**

**NOTES TO THE FINANCIAL STATEMENTS**  
For the Year Ended 30 September 2003

**8. FIXED ASSET INVESTMENTS**

	<b>Listed Securities</b>	<b>Unlisted Securities</b>	<b>Other Investments</b>	<b>Total</b>
<b>Market Value:</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 October 2002	22071	1	6865	28937
Additions	--	--	227	227
Revaluations	2128	--	(500)	1628
At 30 September 2003	<u>24199</u>	<u>1</u>	<u>6592</u>	<u>30792</u>
<b>Investments at Market Value Comprise:</b>			<b>2002</b>	<b>2003</b>
Listed Investments			22071	24199
Unlisted Investments			1	1
Deposit			<u>6865</u>	<u>6592</u>
Total Market Value			<u>28937</u>	<u>30792</u>

- (i) All the fixed asset investments are held in the UK.
- (ii) Quoted investments are wholly in Charities' Common Investment Funds.
- (iii) The unquoted investment comprises 2,326 £1 Ordinary Shares in Beecraft Limited, a company registered in England, representing 38.9% of the issued share capital of the company. In view of the non-marketability of the shares and the lack of any return thereon, their value is considered to be negligible.

**9. DEBTORS**

	<b>2002</b>	<b>2003</b>
<b>Due Within One Year</b>		
Other Debtors	<u>638</u>	<u>1551</u>

**10. CREDITORS**

	<b>2002</b>	<b>2003</b>
<b>Amounts Falling Due Within One Year</b>		
Accruals	<u>4167</u>	<u>4927</u>

THE KENT BEE KEEPERS ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 30 September 2003

11. STATEMENT OF FUNDS

	Brought Forward £	Incoming Resources £	Resources Expended £	Gains/ (Losses) £	Carried Forward £
<b>DESIGNATED FUNDS</b>					
Education Fund	1377	48	140	---	1285
Calder Bequest Fund	2201	77	69	---	2209
Sub-Total	3578	125	209	---	3494
<b>GENERAL FUNDS</b>					
General Funds Held by Branches	32465	20049	6708	883	46689
General Funds Held by County	20640	16049	11230	1245	26704
Sub-Total	53105	36098	17938	2128	73393
Total Unrestricted Funds	56683	36223	18147	2128	76887
Total of Funds	56683	36223	18147	2128	76887
<b>SUMMARY OF FUNDS</b>					
Designated Funds	3578	125	209	---	3494
General Funds	53105	36098	17938	2128	73393
Sub-Total	56683	36223	18147	2128	76887
Total of Funds	56683	36223	18147	2128	76887