

**NORTHERN FELLS RURAL COMMUNITY  
DEVELOPMENT GROUP  
COMPANY LIMITED BY GUARANTEE  
UNAUDITED FINANCIAL STATEMENTS  
31 MARCH 2014**

**Charity Number 1093814**

**SAINT AND CO**  
Chartered Accountants  
4 Mason Court  
Gillan Way  
Penrith 40 Business Park  
Penrith  
Cumbria  
CA11 9GR

# **NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE**

## **FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2014**

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS *(continued)*

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<b>Registered charity name</b>	Northern Fells Rural Community Development Group
<b>Charity number</b>	1093814
<b>Company registration number</b>	4504085
<b>Registered office</b>	Millhouse Village Hall Millhouse Wigton Cumbria CA7 8HR
<b>Trustees</b>	Mr M Threlkeld Dr J Cox (Chairman) Mr D Bruin (Retired 25 September 2013) Mr G Gash (Retired 31 March 2014) Mr L Glead Mr F Shaw (Retired 25 September 2013) Mr D Ward Mr K Bridges Mr W Smith Mrs J Bush Mr P Huntington Mr R G Batey (Treasurer) Mrs J Stevenson Ms J Bland (Vice Chair) Mr T Todd Mr D Kerry (Retired 10 October 2013) Mr M Bagguley Mr G Hine (Appointed 12 October 2013)
<b>Secretary</b>	Mrs D M Barraclough
<b>Independent examiner</b>	Andrew Liddle, for and on behalf of Saint & Co 4 Mason Court Gillan Way Penrith 40 Business Park Penrith Cumbria CA11 9GR
<b>Bankers</b>	Lloyds TSB Bank plc 6 Lowther Street Carlisle Cumbria CA3 8DB

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# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2014

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The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2014.

### REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 3 of the financial statements.

### THE TRUSTEES

The trustees who served the charity during the period were as follows:

Mr M Threlkeld  
Dr J Cox (Chairman)  
Mr D Bruin  
Mr G Gash  
Mr L Gleed  
Mr F Shaw  
Mr D Ward  
Mr K Bridges  
Mr W Smith  
Mrs J Bush  
Mr P Huntington  
Mr R G Batey (Treasurer)  
Mrs J Stevenson  
Ms J Bland (Vice Chair)  
Mr T Todd  
Mr D Kerry  
Mr M Bagguley  
Mr G Hine

Mr G Hine was appointed as a trustee on 12 October 2013.

Mr D Bruin retired as a trustee on 25 September 2013.

Mr F Shaw retired as a trustee on 25 September 2013.

Mr D Kerry retired as a trustee on 10 October 2013.

Mr G Gash retired as trustee on 31 March 2014.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Legal status

The charity was incorporated on the 06 August 2002 and began its charitable activities on that date.

#### Governing Document

The charity is governed by its memorandum and articles of association dated 06 August 2002 and amended 11 January 2007.

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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## **ORGANISATION**

The management of the group is entrusted to the committee, which consists of the officers, namely Chairman, Vice-Chairman and Treasurer and up to twelve other members plus co-opted members. The committee meets no less than four times per year.

All officers and committee members are members of the group. Each of the Parish Councils of the seven parishes of Ireby with Uldale, Boltons, Westward & Rosley, Sebergham & Welton, Caldbeck, Castle Sowerby and Mungrisdale nominate a committee member at the Annual General Meeting who serve for the following year. Other officers and committee members are elected annually at the Annual General Meeting.

The committee has powers to do all things necessary and desirable in pursuit of the objects of the group.

Induction and training of Trustees is undertaken in meetings with new trustees and the Group Co-ordinator explains policies and procedures and copies of the Good Governance Guide and Memorandum of Articles of Association are supplied.

## **Risk management**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

## **Membership**

There are currently 162 individual members of the Northern Fells Group and 89 family members. Membership costs £5 per annum or £15 for a family (reviewed annually) and is open to anyone living within the Northern Fells Area or wishing to support the aims of the Northern Fells Group. We have increased awareness of our membership through local events and will continue to promote ownership of our group via this medium and "word of mouth".

## **OBJECTIVES AND ACTIVITIES**

### **Summary of the objects as set out in the governing document**

The Northern Fells Rural Community Development Group promotes and undertakes (either alone or on behalf of or in association with other bodies, organisations and individuals) charitable activities of any kind for the benefit and welfare of the inhabitants, communities and organisations in the parishes of Ireby with Uldale, Boltons, Westward & Rosley, Sebergham & Welton, Caldbeck, Castle Sowerby and Mungrisdale in the county of Cumbria and elsewhere.

# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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## Summary of the main activities in relation to these objects

The group runs the following services:

- Core administration, research, development and fundraising;
- The Lend a Hand Group provides neighbourly support to people who are ill or less able, and their carers;
- The Benefits Awareness and Help with Forms Scheme assists the elderly, people with disabilities and people on low income;
- Youth Initiative runs a range of activities including cycling, music, arts and sport as well as networking with local, county and national youth schemes;
- The Minibus service provides a flexible, accessible door to door service for people of any age without their own transport, and group hire;
- The Village Agent project links people to our services and outside organisations with four agents working throughout the parishes
- In addition we organise parish based lunch clubs, drop-in sessions and Tai-Chi for older people.

## ACHIEVEMENTS AND PERFORMANCE

### How our activities deliver public benefit

The Charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these activities, summarised below, provide many benefits and continue to look after the welfare of those who partake of the services provided within the seven parishes that make up the Northern Fells Group. The outcomes are shown below in the service co-ordinators' reports. The Group Co-ordinator reviews performance and objectives set for all services and reports to Trustees ensuring we are meeting the unmet needs of the residents in our community.

### Review of achievements and performance in the year

#### Core Service

The Group continues to achieve its aims: helping, supporting, guiding, serving and enabling the inhabitants of our parishes.

The group has continued to promote membership and maintained its trading activities. The annual newsletter was again ably edited by trustee Len Gleed, which involves volunteers delivering to our residents. We have made two claims to the Department for Transport for a fuel duty rebate, due to our geographical remoteness, to help with increasing fuel costs. In August 2013 our fundraising co-ordinator Sue Clarke retired after successfully securing grants for the group. Liz Woodham has taken over the role and has ably taken on the challenge. In March our village agent co-ordinator Anne Burgess retired and Barbara Stoddart has taken over as village agent for Westward & Rosley parish. I have taken over the duties of village agent co-ordinator. I have attended neighbourhood forums, Cumbria community transport forum meetings and continue to liaise with all our coordinators increasing good communication within the group.

We are delighted to have won Community Enterprise of the Year Award at the Cumbria Social Enterprise Partnership Conference in April 2014. This award publicly recognised the widespread community support we are privileged to receive, and the exceptional efforts made across the Group by volunteers, employees, members and trustees in organising and supporting Northern Fells Group projects and fundraising activities.

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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The Mosedale Meeting House Coffee Shop was open again from July – September, Thursday to Sunday as an excellent fundraising activity for all Northern Fells services, run entirely by over 60 volunteers, baking, making soup and running the coffee shop. We display work from local artists who very kindly donate a percentage of sales to the group funds. Without Antoinette Ward's tireless organisation and the dedication of our many volunteers we would not be able to keep this brilliant outlet alive. A thank you must be extended once again to the Mosedale Society of Friends (Quakers) for allowing us the use of their meeting house.

We are extremely grateful for everyone's support and express our thanks to all our generous funders, including all the kind supporters of the group for their donations, funding events and merchandise. Funding for this service and the Fundraising Co-ordinator came from Lloyds Bank Foundation, Northern Rock Foundation, Prince's Countryside Fund, Big Lottery Fund and Group Donations.

**It would not be possible to offer our services without the work of our wonderful volunteers; the trustees and co-ordinators express their sincere thanks for all their dedication and continuous support.**

*Diane Barraclough, Group Co-ordinator.*

## **Fundraising Co-ordinator**

The main fundraising challenges faced by the Group over this year and into the near future are:

- volunteer led and provided services becoming increasingly important in 'filling the gaps' left by Cumbria County Council and other service budget cuts
- funders, both corporate and public, looking for demonstration of enterprise in grant applications
- Northern Fells Group major grant contracts expiring between Autumn 2015 and Summer 2016.
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In response fundraising has concentrated on:

1. extending current funding for all services:
  - we have obtained new funding for our Core services from the Prince's Countryside Fund (until July 2016)
  - we have also obtained funding for our Core and Benefits Awareness services from Lloyds Bank Foundation (until January 2016).
  - increasing NFG's own income generation so that the Group becomes more self-sustaining. A number of different events have been planned this year which will extend our fundraising into new areas in the next financial year. We are also exploring other merchandising opportunities in addition to our calendar and Christmas and greetings cards.
2. researching and opening a dialogue with new funders, including those who support community enterprises.
3. deepening relationships through regular reporting and consultation with existing funders, and attending local forums and conferences.

As a result of the above, we are increasingly able to look beyond the financial imperatives of the current year, and start taking actions now to attempt to secure the Group's future funding requirements.

**All our fundraising is a team effort, and I would like to thank all our donors, members, staff, supporters, trustees and volunteers for their staunch, generous and cheerful support.**

*Liz Woodham, Fundraising Co-ordinator*

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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## The Lend a Hand Service

The number of volunteer assists, during the period April 2013 to March 2014, in comparison to the previous year are:

2013/2014 TOTAL	HANDYMAN	PERSONAL/ DOMESTIC CARE	MEDICAL LOAN	2012/2013 TOTAL	HANDYMAN	PERSONAL/ DOMESTIC CARE	MEDICAL LOAN
329	48	258	23	341	78	226	37

The Lend a Hand service provides handyman, personal/domestic care and medical loan service, to local residents. They may be ill or disabled or simply not as active as they were. Lend a Hand works closely with the rest of the group to ensure clients are cared for in the best possible way.

The medical loan section is organised by Doreen Gleed who provides an excellent service

in conjunction with the British Red Cross. Throughout the year the Lend a Hand Co-ordinator has attended Lunch Groups, Drop Ins, Mosedale Coffee Shop, WI Meetings and NFG Information Days, getting to know local people and spreading the word about the services that are available.

Lend a Hand is part of Cumbria County Council's Neighbourhood Care Independence Programme. Meetings are attended on a quarterly basis. Since joining the programme in April 2013 there have been no referrals.

The Tai Chi exercise class numbers vary from 8 to 14 on a weekly basis. The Carers Group has now become a monthly get together at Mae's tearoom, open to anyone who would like company and a chat, with around 6 people attending.

Volunteers are becoming more active helping with group projects – Millhouse Drop In, Mosedale Tearoom, Men in Sheds, Village Agent Information Days, Christmas card packing and circulation of Northern Fells newsletter. There are 26 volunteers, 10 are active on a regular basis. The Lend a Hand monthly newsletter and the meetings keep the volunteers up to date and for those who are less active it helps to sustain interest.

The volunteers are committed, hard- working and extremely caring. They are continually praised by clients. They cannot be thanked enough for their efforts.

Comments from two clients: *'Lend a Hand has transformed our lives'.  
'They worked so hard and have done a grand job'.*

Funding for this service and Benefits Awareness Scheme came from: Northern Rock Foundation, Lloyds Bank Foundation, Neighbourhood Care Independence Programme and donations.

*Gail Dewis – Lend a Hand Co-ordinator*

## Lend a Hand Group- Benefits Awareness Scheme

The Benefits Awareness (and help with forms) Scheme is part of the Lend a Hand Group's activities, with Antoinette Ward continuing to work for the Scheme for 5 hours a week.

45 residents used the Benefits Awareness service this year. Of the 45 people contacting the service, 28 were aged over 65 years and 1 was a teenager. The remaining clients were aged between 20 and 64 years. 26 people were assisted with claim forms or with appeals against decisions, a number of those were assisted with two or more claim forms, and 19 people were given other information,

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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referred to other agencies or assisted with letters or telephone calls to sort out a variety of concerns. I made 57 home visits to clients over the year and helped them via email and telephone calls as well. Some clients were helped entirely by email or telephone consultations and did not actually need home visits.

£51,681.96p per annum in benefits was awarded in total to the residents who were helped with specific benefit claims between the beginning of April 2013 and the end of March 2014.

Information and assistance was given with a wide variety of concerns and referrals made to a number of different organisations. Benefit claims included disability benefits such as personal independence payment and attendance allowance, carer's allowance, working tax credit, pension credit, council tax benefit, housing benefit, bereavement benefits, help with health costs, and employment and support allowance. People also wanted help with housing information and applications, information about funding for social and residential care, and help available for carers. Some of the referrals I made were to our own Northern Fells services – the Village Agents, the Minibus, the Lend a Hand Group, Lunch Groups and the Drop In at Millhouse. Others were to Citizens Advice Bureau, the District Nurses, and to the Careline Alarm services.

In September 2013 I attended a very informative course delivered by the Child Poverty Action Group at Penrith. The topic was Mental Health and the Benefits Service and I have found it very useful in my work since. The course was provided free by Cumbria Advice Network to Benefits workers working for charities in Cumbria and I really appreciated the opportunity to attend.

Assistance was given with the Northern Fells Newsletter, January 2014 publication.

The Benefits Awareness service has continued to be advertised from time to time in the parish newsletters, and is advertised in the Northern Fells Services and Organisations booklet. The local GPs and the District and Practice Nurses refer patients to the service as does Gail Dewis, who runs the Northern Fells Group Lend a Hand services, and the Northern Fells Village Agents. The annual Newsletter lets people know about the service, and word of mouth remains one of the most valuable ways in which people find out about the help offered.

*Antoinette Ward, Lend a Hand Group Benefits Scheme Worker.*

**The Minibus continued its much appreciated, flexible, accessible, door to door service for people of any age without their own transport.**

The service now has twenty seven regular voluntary drivers providing a 6 day a week service with help from another seven drivers for the evening outings. We are unfortunately losing two of our long standing drivers due to them retiring but we have also recruited and trained one new volunteer driver.

The minibus is established as a flexible service for people without their own transport and for those who need the disabled access. It also helps people during temporary periods of illness or disability and can take carers out to give them a break. The minibus takes people to both medically related appointments and social visits to friends, village activities, shopping etc. It brings teenagers home from school when they stay on for sport or musical activities and miss the school bus. It takes people to lunch groups and the drop-in coffee morning at Millhouse. The service takes passengers out of the area to appointments or to public service connections for longer journeys. The minibus has transported passengers from an age of three years to ninety years, all of them being extremely grateful for the service we provide.

In this accounting year the minibus carried 1,360 passengers travelling 9446 miles (miles with passengers on board). These figures are slightly down on last year but the passenger journeys can

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# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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obviously be substantially affected if a passenger's personal circumstances change and for various reasons they no longer require the minibus, which they may have been using on a regular weekly basis.

The passengers often express their gratitude to the voluntary drivers for their helpfulness and patience and I join them in that appreciation. All the drivers are more than willing to step in and help if they can when situations occur, without them the minibus service would not run as efficiently as it does.

Funding for this service came from Caldbeck Surgery Charitable Fund, Hesket Newmarket Brewery, our seven Parish Councils and Group Donations.

*Julia Trotter, Transport Co-ordinator.*

## VILLAGE AGENT INITIATIVE

Four Village Agents cover the seven Parishes of the Northern Fells Group.

Agents continue to attend existing clubs/events/lunch groups/parish council meetings to promote the Service both formally and informally and advertisements are placed in local publications and on local notice boards. They run and support regular events that have been set up under the project.

### Agents have also:

- Helped with individual issues such as Blue Badge applications, Bus passes, Utility bill issues, Benefit referrals, Cleaners, Bereavement support, Hearing advice, Form filling, Home Safety referrals, emotional support, checkup visits and referrals to existing Northern Fells Group services and groups.  
A total of 275 individual visits/contacts have been made
- Arranged Information Days at Rosley, Millhouse, Mungrisdale, Hesket Newmarket and Uldale. 134 took advantage of the information provided by various organizations which included healthy eating and exercise demonstrations.
- Set up a further Nail Cutting Clinic at Hesket Newmarket supported by Age UK.
- Collected 24 electric blankets from residents in all areas for checking with 50% being replaced by Trading Standards free of charge due to being unsafe.
- Organised a one day stained glass workshop with Wigton Adult Education at Rosley. 10 ladies over 60 attended.
- Arranged Tea Dances at Caldbeck and Ireby Village Halls. A total of 125 local people attended.
- Organised 2 Energy Switching Days with support from C.A.B. An approximate saving of £200 was made.
- Set up monthly Whist Drives in the pub at Caldbeck.
- Arranged 2 free Dog Chipping days at Millhouse with support from the Dog's Trust. 63 dogs were chipped saving residents approx £1100.
- Collected surplus apples from 50 local residents resulting in bottles of apple juice being sold to raise funds for NFG.
- Set up a "Singing 4 Fun" Group with 25 residents regularly attending.
- Supported a "Men in Sheds" initiative by preparing a local premise for regular use.
- Continued to support and organise Oil Syndicates in Caldbeck, Hesket, Rosley, Westward, Castle Sowerby, Mungrisdale, Welton and Sebergham with over 200 residents taking advantage of the service and a reduced oil price.

People across all age ranges from all four Parishes have taken advantage of the Village Agent Service.

Grant Funding received from the following: Big Lottery Reaching Communities Fund, The Gurney Trust, Hadfield Trust, Neighbourhood Care Independence Programme and Joyce Wilkinson Trust.

*Anne Burgess – Service Co-ordinator*

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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## YOUTH INITIATIVE REPORT

The Easter and Summer Activities Programmes were run very successfully by Debra Williams comprising of 9 and 20 activities respectively. The programme caters for children aged 6 to 16 living in the Northern Fells Group parishes. In the Easter Holiday Programme, 60 children took part and 116 of a possible 171 places were filled. In the Summer Holiday Programme, 95 children attended the various activities and 306 of a possible 434 were filled. The activities ranged from a variety of craft workshops to coordinate the craft activities with Heskett Show including felt picture's, mod roc clay sculpting and new crafts such as 'Decoupage' and 'Customise your own t-shirt' were introduced. The outdoor and sporting activities included street dancing, archery, map reading and treasure hunt, football, rock climbing, cricket, tennis, adventure cycling, pony riding and stable care. We had 2 water sports days of canoeing, Ghyll scrambling, kayaking and sailing which were enjoyed by 33 children. Our 2 new outdoor activities were Bushcraft and survival skills and the above mentioned Ghyll scrambling. The music workshop run by the Rock Project was a success with 14 children learning to play the guitar and drums and they put on a short performance at the end of the session to show off their skills. We had help to supervise these activities from parent volunteers, trustees, staff and 3 young people who will hopefully help again next year.

In July we ran a Samba Music Project involving all the 4 primary schools in our area co-ordinated by Alison Scott and conducted by Andy Humpage. Workshops were held in schools for teachers and children and the final session had 80 children playing a 'choir' arrangement with many forms of drums and four talented adults and pupil playing saxophone, keyboard, violin and concertina for the rhythm. The success of the project was demonstrated as the children played non-stop Brazilian samba, wearing carnival masks, for 20 minutes. A further workshop was held in February involving 2 schools with 50 children taking part and over 20 infants enjoyed a final concert.

A morning of fun was organised during term time for the under 6 age group with a 'Happy Hatters Tea Party' at Caldbeck Village Hall. The morning was well attended by 33 babies, toddlers and preschool children from the different playgroups of the Northern Fells Group area. I would like to thank Debbie for all her hard work and all our volunteers for helping to supervise this year's activities.

We were delighted to receive a Certificate of Achievement from Cumbria County Council for our outstanding achievement and positive contribution to our community.

Funding for the activities came from The Hadfield Trust, Allerdale & Eden Local Committee -Cumbria CC, Joyce Wilkinson Trust, Nuclear Management Partners and Northern Fells Group donations.

*Diane Barraclough.*

## FINANCIAL REVIEW

### Policy on reserves

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity to enable them to guard against shortfall, undertake projects and to take advantage of opportunities that present themselves. It is intended to build up the reserves.

### Review of the financial position of the charity

The Group has a positive income balance from the activities undertaken this year.

However, the importance of Grant Income remains pivotal to the funding for the Group now and in future years.

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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## **Principal financial management policies adopted**

A financial report in the form of a profit and loss statement is circulated to the committee prior to each quarterly meeting.

A verbal overview is given by the treasurer of the overall financial position of the group together with details of any major items of income and expenditure that have occurred in the previous 3 months.

Any potential large business / operational expenditure or risk is discussed and agreed by the committee prior to any implementation.

An annual review is held with the independent examiner prior to the issue of the financial statements.

## **Principal funding sources and how expenditure in the year under review has supported the key objectives of the charity**

The Group has been funded through a mixture of earned income, donations and membership from its local communities. Grants have been awarded from funds supporting rural communities and sustainable development or from those that support care for the elderly and disadvantaged. The Minibus, Lend a Hand (incorporating the Benefit Awareness Scheme), Youth Initiative and Village Agents will continue to provide much needed services to those members of the Northern Fells Community who face exclusion because of ill health, disability, lack of transport or low incomes.

## **Funders**

Cumbria Community Foundation  
Lloyds Bank Foundation  
The Northern Rock Foundation  
Cumbria County Council - Community Transport  
Caldbeck Surgery Charitable Fund  
Allerdale and Eden Local Committee - CCC  
The Joyce Wilkinson Trust  
The Prince's Countryside Fund  
Hesket Newmarket Brewery Fund  
The Gurney Charitable Trust  
The Hadfield Charitable Trust  
The Big Lottery Fund  
Nuclear Management Partners  
Hilmarnan Trust  
Neighbourhood Care Independence Programme  
Boltons, Caldbeck, Castle Sowerby, Ireby with Uldale, Mungrisdale, Sebergham & Welton and Westward & Rosley Parish Councils Voluntary Donations

## **PLANS FOR FUTURE PERIODS**

The trustees plan to continue all services and build a reserve of money to enable the Group to respond with help to identified areas of need.

## **INDEPENDENT EXAMINER**

Andrew Liddle, Chartered accountant, for and on behalf of Saint & Co. has been re-appointed as independent examiner for the ensuing year.

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2014

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## TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also the directors of Northern Fells Rural Development Group for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and the income and expenditure 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;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 2006. 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.

## SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office:  
Millhouse Village Hall  
Millhouse  
Wigton  
Cumbria  
CA7 8HR

Signed by order of the trustees

MRS D M BARRACLOUGH  
Company Secretary

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# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP YEAR ENDED 31 MARCH 2014

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I report on the accounts of the charity for the year ended 31 March 2014 which are set out on pages 15 to 23.

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of Northern Fells Rural Community Development Group 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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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 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.

Andrew Liddle, Chartered accountant, for and on behalf of Saint & Co.  
Independent examiner

4 Mason Court  
Gillan Way  
Penrith 40 Business Park  
Penrith  
Cumbria  
CA11 9GR

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# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2014

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generating funds:					
Voluntary income	2	6,575	1,874	8,449	9,977
Activities for generating funds	3	5,333	2,627	7,960	5,644
Investment income	4	566	-	566	685
Incoming resources from charitable activities	5	583	58,825	59,408	54,130
Other incoming resources	6	6,352	6,716	13,068	12,767
<b>TOTAL INCOMING RESOURCES</b>		<b>19,409</b>	<b>70,042</b>	<b>89,451</b>	<b>83,203</b>
<b>RESOURCES EXPENDED</b>					
Costs of generating funds:					
Fundraising: cost of goods sold and other costs	7	(2,579)	-	(2,579)	(4,130)
Charitable activities	8/9	(22,397)	(62,011)	(84,408)	(79,676)
Governance costs	10	(1,794)	-	(1,794)	(1,894)
<b>TOTAL RESOURCES EXPENDED</b>		<b>(26,770)</b>	<b>(62,011)</b>	<b>(88,781)</b>	<b>(85,700)</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
Transfer between funds	12 13	(7,361) 1,830	8,031 (1,830)	670 -	(2,497) -
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		<b>(5,531)</b>	<b>6,201</b>	<b>670</b>	<b>(2,497)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		17,907	60,229	78,136	80,633
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>12,376</b>	<b>66,430</b>	<b>78,806</b>	<b>78,136</b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 17 to 23 form part of these financial statements.

# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## BALANCE SHEET

31 MARCH 2014

	Note	2014 £	£	2013 £
<b>FIXED ASSETS</b>				
Tangible assets	15		7,095	12,773
<b>CURRENT ASSETS</b>				
Debtors	16	537		2,453
Cash at bank		102,276		76,416
		<u>102,813</u>		<u>78,869</u>
<b>CREDITORS: Amounts falling due within one year</b>	17	<u>(31,102)</u>		<u>(13,506)</u>
<b>NET CURRENT ASSETS</b>			<u>71,711</u>	<u>65,363</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>78,806</u>	<u>78,136</u>
<b>NET ASSETS</b>			<u>78,806</u>	<u>78,136</u>
<b>FUNDS</b>				
Restricted income funds	18		66,430	60,229
Unrestricted income funds	19		12,376	17,907
<b>TOTAL FUNDS</b>			<u>78,806</u>	<u>78,136</u>

For the year ended 31 March 2014 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee and authorised for issue on the ..... and are signed on their behalf by:

MR G BATEY (Treasurer)

DR J COX (Chair)

Company Registration Number: 4504085

**The notes on pages 17 to 23 form part of these financial statements.**

# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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### 1. ACCOUNTING POLICIES

#### **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 the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

#### **Incoming resources**

Income is received by way of grants, service level agreements/contracts and services provided and are included in the statement on financial activities in the period to which they relate. Grant income is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Income is deferred when either the donor specifies that the grant must only be used in future periods of account or the funding relates to activities in a future accounting period.

Investment income is recognised on a receivable basis.

#### **Unrestricted funds**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

#### **Restricted funds**

Restricted funds are those 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.

#### **Resources expended**

Expenditure is recognised when a liability is incurred. They include attributable VAT which cannot be recovered.

- Costs of generating funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure undertaken directly for the activities of the charity and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and are primarily associated with the constitutional and statutory requirements of the charity.
- Support costs include central functions that have been allocated to activity cost categories.

#### **Fixed assets**

All fixed assets are initially recorded at cost. Items are of a revenue nature if below £1,000 and are not capitalised up to this level.

# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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### 1. ACCOUNTING POLICIES *(continued)*

#### Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer equipment	- straight line over four years
Motor vehicles	- straight line over five years

### 2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
<b>Donations</b>				
Donations	<u>6,575</u>	<u>1,874</u>	<u>8,449</u>	<u>9,977</u>

### 3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Fundraising	<u>5,333</u>	<u>2,627</u>	<u>7,960</u>	<u>5,644</u>

### 4. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Bank interest receivable	<u>566</u>	<u>566</u>	<u>685</u>

# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Lloyds Bank Foundation	-	1,667	1,667	3,333
Cumbria County Council - Allerdale Grant	-	2,500	2,500	2,000
Parish Council Grants	-	2,300	2,300	2,150
Caldbeck Surgery Charitable Fund	-	2,500	2,500	2,500
The Northern Rock Foundation	583	6,750	7,333	6,500
Cumbria Community Foundation	-	1,667	1,667	2,708
The Big Lottery Fund	-	19,844	19,844	9,683
Allerdale Neighbourhood Forum	-	-	-	3,179
The Joyce Wilkinson Trust	-	2,500	2,500	1,750
The Prince's Countryside Fund	-	6,667	6,667	-
Cumbria Fells and Dales RDPE	-	-	-	9,814
Frances C Scott	-	-	-	2,500
The Hadfield Charitable Trust	-	2,512	2,512	1,039
Neighbourhood Care Independence Programme	-	6,743	6,743	-
Nuclear Management Partners	-	750	750	2,000
CCC - Eden District Council	-	-	-	2,100
Other Grants Received	-	2,425	2,425	2,874
	<u>583</u>	<u>58,825</u>	<u>59,408</u>	<u>54,130</u>

### 6. OTHER INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Other income	4,107	2,373	6,480	5,827
Membership Subscriptions	2,245	-	2,245	2,235
Minibus Fares	-	4,343	4,343	4,705
	<u>6,352</u>	<u>6,716</u>	<u>13,068</u>	<u>12,767</u>

### 7. FUNDRAISING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Fundraising	<u>2,579</u>	<u>2,579</u>	<u>4,130</u>

# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 8. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Minibus	–	11,361	11,361	11,600
Lend a Hand	–	7,488	7,488	7,488
Village Agents	–	17,535	17,535	14,364
Youth Initiative	–	8,220	8,220	7,405
Minibus depreciation	–	5,678	5,678	5,678
Support costs	22,397	11,729	34,126	33,141
	<u>22,397</u>	<u>62,011</u>	<u>84,408</u>	<u>79,676</u>

### 9. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly £	Support costs £	Total Funds 2014 £	Total Funds 2013 £
Minibus	11,361	1,084	12,445	12,723
Lend a Hand	7,488	2,358	9,846	9,983
Village Agents	17,535	7,062	24,597	21,172
Youth Initiative	8,220	1,225	9,445	8,021
Core	–	22,397	22,397	22,099
Minibus depreciation	5,678	–	5,678	5,678
	<u>50,282</u>	<u>34,126</u>	<u>84,408</u>	<u>79,676</u>

### 10. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2014 £	Total Funds 2013 £
Accountancy fees	1,794	1,794	1,894

### 11. ANALYSIS OF SUPPORT COSTS

	Staff costs £	Total 2013 £
Staff costs	16,292	15,201
Travel	3,804	3,320
Printing, postage and stationery	2,806	3,333
Depreciation	–	1,716
Other costs	11,224	9,571
	<u>34,126</u>	<u>33,141</u>

# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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### 12. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2014	2013
	£	£
Depreciation	5,678	7,394
Auditors' fees	1,794	1,894
	<u>      </u>	<u>      </u>

### 13. FUND TRANSFERS

During the year £1,830 was transferred from restricted funds to unrestricted funds. The transfer was done to allocate part of the incoming resources for Lend A Hand to cover the associated core/support costs.

### 14. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2014	2013
	£	£
Wages and salaries	44,955	41,696
Social security costs	—	—
	<u>44,955</u>	<u>41,696</u>

No employee received remuneration in excess of £60,000.

The trustees received no remuneration or expenses in relation to services provided to the charity.

#### Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014	2013
	No	No
Number of staff	<u>2.5</u>	<u>2.5</u>

No employee received remuneration of more than £60,000 during the year (2013 - Nil).

# NORTHERN FELS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

### 15. TANGIBLE FIXED ASSETS

	Plant and machinery etc. £
<b>COST</b>	
At 1 April 2013 and 31 March 2014	<u>35,650</u>
<b>DEPRECIATION</b>	
At 1 April 2013	22,877
Charge for the year	<u>5,678</u>
<b>At 31 March 2014</b>	<u>28,555</u>
<b>NET BOOK VALUE</b>	
At 31 March 2014	<u>7,095</u>
At 31 March 2013	<u>12,773</u>

### 16. DEBTORS

	2014 £	2013 £
Other debtors	<u>537</u>	<u>2,453</u>

### 17. CREDITORS: Amounts falling due within one year

	2014 £	2013 £
Other creditors	29,302	11,706
Accruals	<u>1,800</u>	<u>1,800</u>
	<u>31,102</u>	<u>13,506</u>

Other Creditors as stated above includes deferred income which is deferred and released in future periods.

#### **Movement on Receipts in advance**

Receipts in advance brought forward	11,706	12,936
Released in the year	(11,706)	(12,936)
Deferred in the year	<u>22,702</u>	<u>11,706</u>
Receipts in advance carried forward	<u>22,702</u>	<u>11,706</u>

### 18. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2013 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2014 £
Restricted Funds	<u>60,229</u>	<u>70,042</u>	<u>(62,011)</u>	<u>(1,830)</u>	<u>66,430</u>

# NORTHERN FELLS RURAL COMMUNITY DEVELOPMENT GROUP COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2014

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### 19. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2013	Incoming resources	Outgoing resources	Transfers	Balance at 31 Mar 2014
	£	£	£	£	£
General Funds	<u>17,907</u>	<u>19,409</u>	<u>(26,770)</u>	<u>1,830</u>	<u>12,376</u>

### 20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Total
	£	£	£
<b>Restricted Income Funds:</b>			
Restricted Funds	7,095	59,335	66,430
<b>Unrestricted Income Funds</b>	<u>–</u>	<u>12,376</u>	<u>12,376</u>
<b>Total Funds</b>	<u>7,095</u>	<u>71,711</u>	<u>78,806</u>

### 21. COMPANY LIMITED BY GUARANTEE

Northern Fells Rural Community Development Group is a charity limited by guarantee and does not have share capital.