

STAA Limited
(Company number 3665213)
Financial statements
for the period from 1 January 2008 to 31 March 2009

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STAA Limited
Directors' report
for the period from 1 January 2008 to 31 March 2009

The directors submit their annual report and the financial statements for the period from 1 January 2008 to 31 March 2009.

Full name STAA Limited

Date of incorporation 10 November 1998

Registered company number 3665213

Registered address

3 John Folman Business Centre, Hungerhill Road, St Ann's, Nottingham, NG3 4NB

Directors

Peter Maxfield, from 29/09/08, Chair

Chris Baxter

Charles Wesson

Alan John Gardner, from 29/09/2008

Sheila Elizabeth Gardner, from 29/09/08

Peter Maxfield, from 29/09/08

Nicholas David Moses, from 29/09/08

Claire Peeters, from 29/09/2008

Stuart Turner, 29/09/08 to 21/03/09

Bill Tomson, until 29/09/08

Nicholas James Lipman, until 29/09/08

June Perry, until 15/01/09

Jill Westby, until 15/01/09

Philip Miller, until 21/04/2009

Company secretary

Tim Reed, from 28/04/09

Governing document

The company is operated under the rules of its memorandum and articles of association adopted 14 September 1998. It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £1.

Overall management of the company is the responsibility of the directors who are elected and co-opted under the terms of the memorandum and articles of association. All garden holders on the St Ann's Heritage Gardens site are invited to the AGM and STAA members may put themselves up for election to the Management Committee. Day to day project activity is managed and carried out by paid staff.

Bankers

The Cooperative Bank, PO Box 250, Skelmersdale, WN8 6WT.

Independent examiner

John O'Brien, employee of Community Accounting Plus, Ormiston House, 32-36 Pelham Street, Nottingham, NG1 2EG.

STAA Limited
Directors' report (continued)
for the period from 1 January 2008 to 31 March 2009

Exemptions

The directors have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Aims and organisation

The company is principally involved in preserving the historic gardens of Hungerhills, Stonepit Coppice, Gorse Close and other gardens in St Ann's, Nottingham. The company also seeks to promote and support gardening, encourage the regeneration of the St Ann's area of Nottingham and to conserve and enhance the natural environment of the gardens.

Review of the activities of the Company

STAA Ltd was formed in 1998 by a group of garden plot holders in the St Ann's area. It was set up to protect and improve the historic gardens of St Ann's.

Under a Service Level Agreement with a local registered charity which holds a long term lease of the site, STAA now manages the gardens as well as delivering various projects on the site according to funding arrangements.

The St Ann's Heritage Gardens, Nottingham, is a very special and unique garden site. It is the oldest and largest area of Victorian detached town gardens in the world and has been listed with a Grade 2* by English Heritage. The site covers 75 acres and sits in the heart of the one of the most deprived inner-city communities in the country. Although the size has changed slightly over time, the gardens are still in their original 1830s layout. There are 670 individual gardens on three connected sites: Hungerhill Gardens, Stonepit Coppice Gardens and Gorse Close Gardens. The area has been used by people for growing food for more than 600 years. By the 1840s the site was established as 'pleasure gardens' to provide space and an opportunity for those who lived in the city to grow their own food and to escape the confines of urban life. The site is also a wildlife haven in the centre of the city for many plants, insects, birds and animals.

The gardens are a very rare survival of a type of hedged gardens, found just outside the centre of industrial towns, which were once common in the 19th century. As well as the unique layout, some plots still contain Victorian buildings, such as summerhouses.

The prime objectives of the organisation are the management of the letting of the gardens; working with other organisations to improve and protect the heritage of the site; providing opportunities for all members of the community to benefit from the site.

STAA runs an education project on a section of the site known as the Community Orchard. This offers services for local schools, also holds events every month for members of the public. It was set up in September 2001 on several overgrown plots; has developed from being entirely overgrown to an award winning community amenity and evolved into a living educational and community resource.

STAA Limited
Directors' report (continued)
for the period from 1 January 2008 to 31 March 2009

Whilst the site is recognised for its heritage value, it is also managed as a working garden site. This enables local people to easily and affordably access land in order to grow their own food as well as the opportunity to access a green space for relaxation and exercise.

Access to the site is managed, with tenants having free access through gate keys. The Community Orchard sits on the edge of the site enabling easy access from the highway for school and community activities. Further public access is offered through a series of planned open days and visits managed through STAA.

The entire organisation is devoted to aims and objectives aimed at the general public good and the community in and around the St Ann's area of Nottingham.

We believe that we meet many of the Charity Commission's "Public Benefit" criteria, particularly the following:

- a) The **advancement of education** through the Community Orchard which is widely used by local schools and other groups;
- b) The **advancement of health** through the promotion of healthy eating and growing good fresh garden produce;
- c) The **advancement of citizenship and community development** both through the Community Orchard projects and the general ethos surrounding gardening;
- d) The **advancement of the heritage** through the recording and preservation of recognised historically important structures throughout the site;
- e) The **advancement of human rights, conflict resolution and reconciliation and the promotion of religious and racial harmony, equality and diversity**. All these are the prime objectives of the Community Orchard project through its work with young people and the community as a whole;
- f) The **advancement of environmental protection and improvement**. This is one of the most important aims and objectives of gardening.

The past and continuing work of STAA for the benefit of the community has and is widely recognised by such organisations as The Heritage Lottery Fund, Children in Need, Big Lottery Local Food Programme, Nottingham City Council and English Heritage.

STAA has applied to the Charity Commission for Registered Charity status and, if granted, this will greatly assist the organisation in seeking funding from grant awarding organisations which, for various reasons, are restricted to only supporting Registered Charities.

The company's policy on reserves

The company has no specific policy with regard to the level of reserves.

STAA Limited
Directors' report (continued)
for the period from 1 January 2008 to 31 March 2009

Responsibilities of the directors

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the directors are required to: select suitable accounting policies, as described on page 9, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the Committee must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 1985. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

The directors declare that they have approved the directors' report above.

Signed on behalf of the company's directors:

Signed P. Maxfield
Peter Maxfield, Chair

Date 10-9-2009

**Independent examiner's report to the directors of
STAA Limited
for the period from 1 January 2008 to 31 March 2009**

I report on the accounts of the company, which are set out on pages 7 to 12. **The company is not a registered charity**, however, I have carried out an independent examination based on the procedures required for a registered charity.

Respective responsibilities of directors and examiner

The company's directors consider that an audit is not required for this year and that an independent examination is appropriate.

It is my responsibility to:

- examine the accounts;
- state whether particular matters have come to my attention.

Basis of independent examiner's report

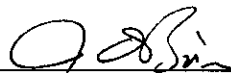
An examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

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 directors have not met the requirements to ensure that:
 - proper accounting records are kept; and
 - accounts are prepared which agree with the accounting records;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date

13/10/09

John O'Brien MSc FCCA FCIE DChA

Employee of Community Accounting Plus

STAA Limited
Income & expenditure account
for the period from 1 January 2008 to 31 March 2009

2007 12 months			Unrestricted Funds	Restricted Funds	2009 15 months Total Funds
£		Note	£	£	£
Income					
69213	Grants & donations	2	38996	2725	41721
30039	Service fees		123315	-	123315
-	Sales		100	-	100
1204	Bank interest		755	-	755
-	Sundry income		224	-	224
100456	Total income		163390	2725	166115
Expenditure					
62910	Salaries & NI		116097	-	116097
314	Travel		1087	-	1087
263	Training		2550	-	2550
645	Recruitment		690	519	1209
210	Volunteer expenses		282	-	282
-	Health & safety		416	-	416
2143	Office rent & room hire		5637	-	5637
277	Utilities	10	9635	-	9635
2791	Maintenance & security		561	2206	2767
1193	Insurance		1212	-	1212
1746	Telephone & postage		2786	-	2786
1168	Printing & stationery		2486	-	2486
223	Publications & subscriptions		205	-	205
-	Publicity		335	-	335
4472	Repairs & renewals		982	-	982
1947	Events & activities		5661	-	5661
874	Allotment rent collection costs		2795	-	2795
-	Seeds & trees		565	-	565
3065	Waste disposal		130	-	130
250	Refreshments		393	-	393
1648	Legal & professional fees		2426	-	2426
91	Bank charges		116	-	116
-	Sundry expenditure		152	-	152
3040	Depreciation	3	4305	-	4305
89270	Total expenditure		161504	2725	164229
11186	Net income/(expenditure) before taxation		1886	-	1886
(1822)	Taxation		(500)	-	(500)
9364	Net income/(expenditure) after taxation		1386	-	1386
23595	Total funds brought forward		32959	-	32959
32959	Total funds carried forward		34345	-	34345

All the activities of the company are classed as continuing.

**STAA Limited
Balance sheet
at 31 March 2009**

2007		Note	2009
£			£
	Fixed assets		
7375	Tangible assets		10337
<u>7375</u>	Total fixed assets		10337
	Current assets		
2210	Debtors	4	38910
673	Prepayments	5	1113
33947	Cash at bank and in hand		7352
<u>36830</u>	Total current assets		<u>47375</u>
	Liabilities		
	Creditors:		
(11246)	amounts falling due within one year	6	<u>(23367)</u>
25584	Net current assets		24008
<u>32959</u>	Net assets		<u>34345</u>
	The funds of the company		
32959	Unrestricted income funds		34345
-	Restricted income funds		-
<u>32959</u>	Total funds		<u>34345</u>

Exemption from audit

For the year in question, the directors have taken advantage of the Companies Act 1985 in not having these accounts audited under Section 249A(1) (total exemption).

No member or members eligible to do so have deposited a notice requesting an audit within the specified time period.

The directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 221 (duty to keep accounting records) and for preparing accounts 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 226 (duty to prepare individual company accounts), and which otherwise comply with the requirements of the Companies Act 1985 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

The directors declare that they have approved the accounts above.
Signed on behalf of the company's directors:

Signed Alan John Gardner
Alan John Gardner

Dated 13-10-09

STAA Limited
Notes to the accounts
for the period from 1 January 2008 to 31 March 2009

1. Accounting policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and the Financial Reporting Standard for Smaller Entities (effective January 2007) and the Companies Act 1985.

Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

Depreciation

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets on a straight line basis.

The rates applicable are:

General equipment	25.0%
IT equipment	33.3%
Fixtures & fittings	20.0%

STAA Limited
Notes to the accounts (continued)
for the period from 1 January 2008 to 31 March 2009

2. Grants & donations

	Unrestricted funds £	Restricted funds £	Total funds £	2007 £
Arts Council of England	1000	-	1000	-
BBC Children in Need	16141	-	16141	11097
Cooperative Dividend Fund	1000	-	1000	-
Creative Partnerships	1670	-	1670	5330
GGN FIG	1575	-	1575	950
Local Network Fund	3000	-	3000	4000
Metropolitan Housing Trust	1000	-	1000	1000
Nottingham City Council	1860	2206	4066	19289
Nottm Building Society	-	-	-	630
Notts Community Foundation	6429	-	6429	8571
Renewal Trust	-	-	-	566
RWST Local Food Trust	-	519	519	-
Your Heritage	4850	-	4850	17563
Sundry grants & donations	471	-	471	217
	<u>38996</u>	<u>2725</u>	<u>41721</u>	<u>69213</u>

3. Fixed assets

	General equipment £	IT equipment £	Fixtures & fittings £	Total £
Cost				
At 1 Jan 2008	8128	1594	1224	10946
Additions	4367	2900		7267
Disposals	-	-	-	-
At 31 Mar 2009	<u>12495</u>	<u>4494</u>	<u>1224</u>	<u>18213</u>
Depreciation				
At 1 Jan 2008	2403	923	245	3571
Disposals	-	-	-	-
Charge this period	3094	966	245	4305
At 31 Mar 2009	<u>5497</u>	<u>1889</u>	<u>490</u>	<u>7876</u>
Net book value				
At 31 Mar 2009	<u>6998</u>	<u>2605</u>	<u>734</u>	<u>10337</u>
At 31 Dec 2007	<u>5725</u>	<u>671</u>	<u>979</u>	<u>7375</u>

STAA Limited
Notes to the accounts (continued)
for the period from 1 January 2008 to 31 March 2009

4. Debtors

	2009	2007
	£	£
Grants & donations	-	1800
Service fees	38650	410
Repairs & renewals (refund)	260	-
	<u>38910</u>	<u>2210</u>

5. Prepayments

	2009	2007
	£	£
Insurance	1113	673
	<u>1113</u>	<u>673</u>

6. Creditors

	2009	2007
	£	£
Salaries & NI	2654	1025
Utilities	9500	-
Legal & professional fees	490	94
Advance receipts: grants	3183	8305
Corporation tax	500	1822
VAT	3170	-
Allotment rent	3870	-
	<u>23367</u>	<u>11246</u>

7. Movements in restricted funds

	Opening balance	Incoming resources	(Resources expended)	Closing balance
	£	£	£	£
Maintenance & capital works	-	2206	(2206)	-
Local Food	-	519	(519)	-
	<u>-</u>	<u>2725</u>	<u>(2725)</u>	<u>-</u>

8. Staff costs and numbers

Staff costs were as follows:

	2009	2007
	15 months	12 months
	£	£
Wages	107540	-
Social security costs	8557	-
Wages & NI*	-	62910
	<u>116097</u>	<u>62910</u>

No employee received emoluments of more than £60,000.

STAA Limited
Notes to the accounts (continued)
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The average weekly number of employees during the year was 7. (2007: 5)
The information regarding social security costs for 2007 is not available.

9. Analysis of net assets by fund

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	10337	-	10337
Net current assets	24008	-	24008
	34345	-	34345

10. Utilities

During 2008 the site water charges became the company's responsibility under the terms of the lease from Nottingham City Council.

11. Directors' remuneration, benefits and expenses

Directors received no expenses, remuneration or benefits in this period.

12. Independent examination and accountancy services

During the period, the cost of the examination and accountancy services was £490 plus VAT.

13. The company has been being in the process of applying the charity status since June 2009.

14. Glossary of terms

Restricted funds: These are funds given to the organisation, subject to specific restrictions set by the donor, but still within the general objects of the organisation.

Creditors: These are amounts owed by the company, but not paid during the accounting period.

Advance receipts: These are amounts received by the company in the accounting period, for use in a future period.

Debtors: These are amounts owed to the company, but not received in the accounting period.

Prepayments: These are services that the company has paid for in advance, but not used during the accounting period.