

**SPARKPLUG MOTORCYCLE PROJECT
FINANCIAL STATEMENTS
31 MARCH 2010**

Charity Number 1120560

Company Number 5749979

**SPARKPLUG MOTORCYCLE PROJECT
REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY
YEAR ENDED 31 MARCH 2010**

Registered Charity Name Sparkplug Motorcycle Project

Charity Registration Number 1120560

Company Registration Number 5749979

Registered Office Pembroke Street
London N1 0DP

Directors Father James Kennedy, Chair
Miss Josette Punter, Secretary (Resigned Dec 09)
Mrs Kathleen Fitzgerald
Mr Julian Bowman
Miss Jazmin Dervish
Mr Stephan Schulte

Management Committee Father James Kennedy, Chair
Miss Josette Punter, Secretary (Resigned Dec 09)
Mrs Kathleen Fitzgerald
Mr Julian Bowman
Miss Jazmin Dervish
Mr Stephan Schulte

Secretary Miss Josette Punter (Resigned Dec 09)

Bankers HSBC Bank Ltd
Lion House
25 Islington High Street
Islington
London N1 9LJ

SPARKPLUG MOTORCYCLE PROJECT
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2010

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 21st March 2006 and registered as a charity on 14th August 2007. The company was established under a Memorandum of Association which defined the objects and powers of the charitable company. It is governed under its Articles of Association.

Recruitment and Appointment of Management Committee

The charity is managed by its members who constitute the council of management. The members of the management committee in office during the period ended 31 March 2010 were as follows:-

Father James Kennedy, Chair
Miss Jazmin Dervish
Mrs Kathleen Fitzgerald

Mr Julian Bowman
Mr Stephan Schulte

The day to day management is carried out by Martin Willis who is responsible to the members.

OBJECTIVES AND ACTIVITIES

All our charitable activities promote the benefit for the youth. The charity is a community youth project whose goal is to reduce crime and anti-social behaviour while increasing self-esteem and employability among its members. Its initial strategy is to use motorcycles and mechanics to engage young people; however its longer term approach will be to broaden its range of activities to include exposure to all aspects of the motor industry.

FINANCIAL REVIEW

The results for the year are shown in the Statement of Financial Activities and the main sources of funds are as detailed in notes 2 to 5. These accounts for year ending 31 March 2010 cover the period from April 2009 to March 2010 inclusive.

RESERVES

At 31st March 2010 the charity has free reserves of £410. The trustees consider that the level of free reserves is inadequate and are seeking further funding to remedy the situation.

**SPARKPLUG MOTORCYCLE PROJECT
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2010**

RISK MANAGEMENT

The trustees have a risk management strategy, which comprises of:

- An annual review of the risks the charity may face;
- The establishment of systems and procedures to mitigate those risks identified in the plan; and
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

RESPONSIBILITIES OF THE TRUSTEES

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 applicable law and United Kingdom Accounting Standards.(United Kingdom Generally Accepted Accounting Practice). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period together with its assets and liabilities at the end of the period, and adequately distinguish any material special trust or other restricted fund of the charity.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice 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 operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 2006. The trustees 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.

Approved by the trustees on 10 NOV 2010 and signed on its behalf by:

Mrs Kathleen Fitzgerald



**SPARKPLUG MOTORCYCLE PROJECT
INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS
YEAR ENDED 31 MARCH 2010**

I have examined the accounts of the charity for the period ended 31st March 2010, which are set out on pages 6 to 14.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

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 of the 1993 Act; and
- to state whether particular matters have come to my attention.

BASIS OF 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, I do not express an audit opinion on the view given by 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 requirements:

- to keep proper accounting records in accordance with section 386 of 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.



Mohammad Jameer
VAI
200 Pentonville Road,
London N1 9JP
5th October 2010

SPARKPLUG MOTORCYCLE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)
YEAR ENDED 31 MARCH 2010

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income					
Donations	2				2,075
Grants	3	30,000	76,468	106,468	79,443
Activities from generating funds					
Investment income	4				6
Income resources from charitable activities	5	11,431		11,431	6,101
		<u>41,431</u>	<u>76,468</u>	<u>117,899</u>	<u>87,625</u>
RESOURCES EXPENDED					
Charitable activities	6	(51,591)	(77,488)	(129,079)	(106,439)
Governance costs	7	(825)		(825)	(3,121)
		<u>(52,416)</u>	<u>(77,488)</u>	<u>(129,904)</u>	<u>(109,560)</u>
NET INCOMING / (OUTGOING) RESOURCES FOR THE YEAR					
		(10,985)	(1,020)	(12,005)	(21,935)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>11,395</u>	<u>1,020</u>	<u>12,415</u>	<u>34,350</u>
		<u>410</u>	<u>1,020</u>	<u>410</u>	<u>12,415</u>

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 8 to 14 form part of these financial statements.

SPARKPLUG MOTORCYCLE PROJECT

BALANCE SHEET

Company No 5749979

YEAR ENDED 31 MARCH 2010

	Note	2010		2009	
		£	£	£	£
FIXED ASSETS					
Tangible Fixed assets	8		8,099		10,799
CURRENT ASSETS					
Debtors	9	7,500		3,825	
Cash at Bank and in Hand	10	999		6,453	
		<u>8,499</u>		<u>10,278</u>	
CREDITORS: Amounts falling due within one year	11	<u>(16,188)</u>		<u>(8,662)</u>	
NET CURRENT ASSETS			<u>(7,689)</u>		<u>1,616</u>
NET ASSETS	12		<u>410</u>		<u>12,415</u>
FUNDS					
Restricted Funds	13				1,020
Unrestricted Funds					
Designated	14				10,799
General	15		410		596
TOTAL FUNDS			<u>410</u>		<u>12,415</u>

For the financial year ended 31 March 2010 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledges their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for 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 sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006

These financial statements were approved by the trustees on 10 NOV 2010 and signed on its behalf by:

Mr Stephan Schulte

PP P. P. (Deputy Chair)

Mrs Kathleen Fitzgerald,

K. Fitzgerald

The notes on pages 8 to 14 form part of these financial statements.

**SPARKPLUG MOTORCYCLE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2010**

1. ACCOUNTING POLICIES:

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards, the Charities SORP (Statement of Recommended Practice: "Accounting and Reporting by Charities (revised February 2005)"), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006

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:

Plant and Machinery – 25 % reducing balance
Office Equipment – 25 % reducing balance

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, except as follows:

- When donors specify that donations and grants given to the charity must be used in a future accounting period, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

Resources expended

All expenditure is included on an accrual basis, inclusive of any VAT, which cannot be recovered. Expenditure is allocated to specific activities where the cost relates directly to that activity.

Unrestricted funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of Spark Plug Motorcycle Project.

Restricted funds

Restricted income received are accounted for separately as restricted funds and are used for the purposes specified by the donor

2. VOLUNTARY INCOME DONATIONS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Miscellaneous	—	—	—	2,075
	—	—	—	2,075

**SPARKPLUG MOTORCYCLE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2010**

3. VOLUNTARY INCOME GRANTS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Safer Islington Partnership	30,000		30,000	12,000
PAYP		18,918	18,918	12,558
Youth Opportunities Fund		11,854	11,854	25,150
Awards For All		7,424	7,424	
LBI LOCN				6,242
Islington Community Chest				4,133
Highbury Area				1,600
Young Advisors				660
LBI Karting		1,605	1,605	5,000
14-19 Partnership		1,725	1,725	820
LBI Scooter Live		13,700	13,700	
CEA New River		5,450	5,450	
CEA Elthorne		2,800	2,800	4,100
Learning Trust				5,380
Morris Charitable		1,500	1,500	
Postcode Lottery		5,962	5,962	
LBI Skills and Knowledge		3,730	3,730	1,200
Jack Petchey		1,800	1,800	600
	<u>30,000</u>	<u>76,468</u>	<u>106,468</u>	<u>79,443</u>

4. INVESTMENT INCOME:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Bank Interest Received				6
				<u>6</u>

5. INCOME FROM CHARITABLE ACTIVITIES:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Riding Trips	7,565		7,565	4,240
Training Fees	1,440		1,440	500
Individual Grant				850
Income From Activities	2,040		2,040	
Miscellaneous	386		386	511
	<u>11,431</u>		<u>11,431</u>	<u>6,101</u>

SPARKPLUG MOTORCYCLE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2010

6. COSTS OF CHARITABLE ACTIVITIES:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Staff Costs	36,608	60,175	96,783	80,371
Support Costs	12,344	1,644	13,988	11,637
Direct Project Expenditure	2,639	15,669	18,308	14,431
	<u>51,591</u>	<u>77,488</u>	<u>129,079</u>	<u>106,439</u>

6a. STAFF COSTS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Staff Salaries	35,254	55,381	90,635	75,180
Employers NI	1,354	4,794	6,148	5,191
	<u>36,608</u>	<u>60,175</u>	<u>96,783</u>	<u>80,371</u>

The average number of employees during the year was 3.5 (3.5 – 2009)

6b. SUPPORT COSTS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Volunteers Expenses	210	677	887	20
Training	200		200	310
Administration Expenses	991		991	775
Computer Expenses	292	31	323	57
Affiliation & Membership	120		120	180
Equipment	389		389	
Telephone	1,233	95	1,328	850
Insurance	3,828	765	4,593	3,714
Repairs & Maintenance	456		456	487
Depreciation	2,700		2,700	3,600
Bank Charges	375	76	451	455
Miscellaneous	1,550		1,550	1,189
	<u>12,344</u>	<u>1,644</u>	<u>13,988</u>	<u>11,637</u>

**SPARKPLUG MOTORCYCLE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
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6c. DIRECT PROJECT EXPENDITURE:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Riding Trip/Residential	1,682	3,254	4,936	2,408
OCN Training Accreditation		2,279	2,279	2,099
Loose Wheels				101
Bespoke		150	150	
Biker Costs		7,424	7,424	2,550
Go Karting	957	2,552	3,509	3,886
Young Women Scrambling/Karting				2,507
Individual Grant				880
Scooter Live		10	10	
	<u>2,639</u>	<u>15,669</u>	<u>18,308</u>	<u>14,431</u>

6d. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Staff Costs £	Support Costs £	Direct Project Expenditure £	Total Funds 2010 £
Riding Trip	7,323	898	4,936	13,157
OCN Training Accreditation	28,850	967	2,279	32,096
Loose Wheels	4,088	804		4,892
Biker Costs			7,424	7,424
Bespoke	7,375	445	150	7,970
Scooter Live	13,581	109	10	13,700
Go Karting	963	1,693	3,509	6,165
Young Women Scrambling/Karting	7,702	898		8,600
Dr Bike	5,962			5,962
Core/Designated	20,939	8,174		29,113
	<u>96,783</u>	<u>13,988</u>	<u>18,308</u>	<u>129,079</u>

7. GOVERNANCE:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Independent Examination	825		825	825
Consultancy				2,296
	<u>825</u>		<u>825</u>	<u>3,121</u>

SPARKPLUG MOTORCYCLE PROJECT
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8. TANGIBLE FIXED ASSETS:

	Plant & Machinery £	Office Equipment £	Total £
COST			
At 1st April 2009	21,468	6,778	28,246
Additions			
At 31st March 2010	<u>21,468</u>	<u>6,778</u>	<u>28,246</u>
DEPRECIATION			
At 1st April 2009	13,286	4,161	17,447
Charge for the year	2,046	654	2,700
At 31st March 2010	<u>15,332</u>	<u>4,815</u>	<u>20,147</u>
NET BOOK VALUE			
At 31st March 2010	<u>6,136</u>	<u>1,963</u>	<u>8,099</u>
At 31st March 2009	<u>8,182</u>	<u>2,617</u>	<u>10,799</u>

9. DEBTORS:

	2010 £	2009 £
Donations		825
Grants	7,500	3,000
	<u>7,500</u>	<u>3,825</u>

10. CASH AT BANK AND IN HAND:

	2010 £	2009 £
HSBC Bank	999	6,453
Petty Cash		
	<u>999</u>	<u>6,453</u>

11. CREDITORS: Amounts falling due within one year

	2010 £	2009 £
Accruals	1,650	1,955
Income Tax & NI	13,338	6,077
Deferred Grant Income	1,200	630
	<u>16,188</u>	<u>8,662</u>

SPARKPLUG MOTORCYCLE PROJECT
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12. SUMMARY OF NET ASSETS BY FUNDS:

	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Fixed Assets	8,099		8,099	10,799
Net Current Assets	<u>(7,689)</u>		<u>(7,689)</u>	<u>1,616</u>
	<u>410</u>		<u>410</u>	<u>12,415</u>

13. RESTRICTED INCOME FUNDS:

	Balance at 1 April 2009	Incoming resources	Outgoing resources	Transfers In/(Out)	Balance at 31 Mar 2010
OCN Training Accreditation		27,893	(27,893)		
Bespoke		6,530	(6,530)		
Biker Costs		7,424	(7,424)		
Go Karting	1,020	3,105	(4,125)		
Doctor Bikes		5,962	(5,962)		
Scooter Live		13,700	(13,700)		
Riding Trips/ Residential		3,254	(3,254)		
Young Women Scrambling/Karting		8,600	(8,600)		
	<u>1,020</u>	<u>76,468</u>	<u>(77,488)</u>		

14. UNRESTRICTED INCOME DESIGNATED FUNDS:

	Balance at 1 April 2009	Incoming resources	Outgoing resources	Transfers In/(Out)	Balance at 31 Mar 2010
Fixed Asset	10,799			(10,799)	
	<u>10,799</u>			<u>(10,799)</u>	

SPARKPLUG MOTORCYCLE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2010

15. UNRESTRICTED INCOME GENERAL FUNDS:

	Balance at 1 April 2009	Incoming resources	Outgoing resources	Transfers In/(Out)	Balance at 31 Mar 2010
Core/General	596	30,386	(29,938)	(634)	410
Riding Trips/ Residential		7,565	(9,903)	2,338	
Bespoke		1,440	(1,440)		
OCN Training Accreditation			(4,203)	4,203	
Loose Wheel			(4,892)	4,892	
Go Karting		2,040	(2,040)		
	<u>596</u>	<u>41,431</u>	<u>(52,416)</u>	<u>10,779</u>	<u>410</u>