

## Independent Examiner's Report to the Caretaker Trustees of Transition Chichester

This report relates to my independent examination of the accounts of not-for-profit organisation Transition Chichester covering the period 1<sup>st</sup> August 2011 through 19<sup>th</sup> November 2012.

### Respective responsibilities of the Caretaker Trustees and the Examiner

As Caretaker Trustees of Transition Chichester you are responsible for the preparation of the accounts. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulations.

### Basis of this report

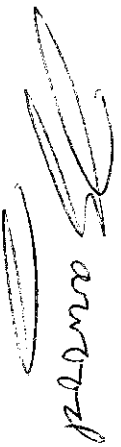
My examination was carried out in accordance with the normal practice for independent examination of accounts of small, not-for-profit, organisations. That examination includes a review of the accounting records kept by Transition Chichester and a comparison of the accounts with those records. It also includes considering 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 accounting records in accordance procedures suitable for their purpose; and
  - to prepare accounts which accord with the accounting records and which meet the requirements of Transition Chichester 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.

Signed



J Garwood

Date 3 September 2013

The Still Room, Burton House, Burton Park,  
Duncton, Petworth, West Sussex GU28 0QU

**TRANSITION CHICHESTER**

**BALANCE SHEET**  
At 19 November 2012

£

**CURRENT ASSETS**

Cash at bank  
Cash in hand

6,773  
63

Total Current Assets

6,836

**CURRENT LIABILITIES**

Creditors  
Loan from J & J Sander (See note 1)

1,542  
1,000

Total Current Liabilities

2,542

**NET ASSETS**

**£4,294**

Represented by

**INCOME & EXPENDITURE ACCOUNT**

Deemed accrued surplus at 31 July 2011  
Excess for the period from 1 August 2011 to 19 November 2012 (as attached)

1,662  
2,632

**TOTAL RESERVES**

**£4,294**

Note 1: Loan provided to cover short term expenditure; fully repaid financial year 2012-13.

Signed:



Jan Sander

Date: 31 August 2013

## TRANSITION CHICHESTER

### INCOME & EXPENDITURE ACCOUNT

For Period 1 August 2011 to 19 November 2012

	TOTAL £
<b>INCOME</b>	
Specific events	5,199
On-going activities	1,864
General:	
Green donations	3,093
Provision of services	795
TCHI Activation sales	180
Skill sharing	40
Bank interest received	4
<b>Total Income</b>	<b>11,175</b>
<b>RELATED COSTS</b>	
Specific events	631
On-going activities	1,290
General:	-
<b>Total Related Costs</b>	<b>1,921</b>
<b>MARGIN/(LOSS)</b>	
Specific events	4,568
On-going activities	574
General:	4,112
<b>Total Margin</b>	<b>9,254</b>
<b>EXPENSES</b>	
Hire of premises	1,204
Horticultural projects	1,689
Insurance & licences	516
Accounting costs	587
Professional services	83
Stationery, postage & printing	53
Miscellaneous items	9
Public relations	2,157
Website & associated costs	324
<b>Total Expenses</b>	<b>6,622</b>
<b>EXCESS INCOME OVER EXPENSES FOR PERIOD</b>	<b>£2,632</b>

<i>SPECIFIC EVENTS</i>		<i>ON-GOING ACTIVITIES</i>						
<i>Green Fair</i>	<i>Films &amp; talks</i>	<i>Swap Shop</i>	<i>Lottery &amp; raffles</i>	<i>Catering</i>	<i>Heart &amp; Soul Group</i>	<i>Green Library</i>	<i>Merchandise</i>	
2,905	1,353	941						
			1,438	265	-	-	161	
498	133	-						
			119	782	26	25	338	
2,407	1,220	941						
			1,319	(517)	(26)	(25)	(177)	