

**ANNUAL REPORT AND STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED  
31ST AUGUST 2004**

**BALSALL HEATH  
JUNGLE**

Independent Examiners Ltd  
Revelation Centre  
Spur Road  
CHICHESTER  
W. Sussex  
PO19 8PR

**BALSALL HEATH JUNGLE**

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**BALSALL HEATH JUNGLE****LEGAL AND ADMINISTRATIVE INFORMATION**

**START OF FINANCIAL YEAR** 1st September 2003

**END OF FINANCIAL YEAR** 31st August 2004

**MANAGEMENT COMMITTEE AT 31ST AUGUST 2004**

Ruth Wilson (Chair), Mirabel Foster, Charles Alldrick, John Christophers, Tamar El-Menshawy (Treasurer), Frances D

The Management Committee is appointed by the Annual Members' Meeting in accordance with the constitution (see <http://jngl.editime.com/BHJConstitution>, or [www.jngl.org.uk](http://www.jngl.org.uk))

**GOVERNING INSTRUMENT** Constitution adopted 1st March 2003  
(see <http://jngl.editime.com/BHJConstitution>, or [www.jngl.org.uk](http://www.jngl.org.uk))

**OBJECTS**

1. To promote the health and welfare of the residents of the Balsall Heath through activities which also protect the natural world.
2. To increase the amount of organic fruit and vegetables grown and eaten in Balsall Heath and the adjoining areas.
3. To advance education by educating people, particularly those who live and work in Balsall Heath, about environmental issues, and teaching people skills relevant to the sustainable use of natural resources.
4. To build bridges between the different cultural communities of Balsall Heath while pursuing the other objects

**CORRESPONDENCE ADDRESS** c/o Balsall Heath Jungle  
100 Mary Street  
Birmingham  
B12 9JU

**PRIMARY BANKERS** Triodos Bank  
Brunel House  
11 The Promenade  
Bristol  
BS8 3NN

**INDEPENDENT EXAMINER** K M Thrift FCIE  
Independent Examiners Ltd  
Revelation Centre  
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## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the Management Committee/members of Balsall Heath Jungle on the accounts for the year ended 31st August 2004 set out on pages 6 to 9.

This report is made solely to the Management Committee in accordance with section 44 of the Charities Act 1993. My work has been undertaken so that I might state to the Management Committee those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Management Committee and the Management Committee's Management Committee for my examination work, for this report, or for the opinions I have

### Respective responsibilities of Management Committee and examiner

The Management Committee's Management Committee are responsible for the preparation of the accounts. The Management Committee's Management Committee consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the Act);
- follow the procedures laid down in the General Directions given by the Management Committee Commissioners (under section 43(7)(b) of the Act); and
- state whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with General Directions given by the Management Committee Commissioners. An examination includes a review of the accounting records kept by the Management Committee 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 Management Committee 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 requirements:
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave 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.

K M Thrift FCIE  
Independent Examiners Ltd  
Revelation Centre  
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West Sussex  
PO19 8PR

Dated:

**REPORT FROM THE MANAGEMENT COMMITTEE ON THE ACTIVITES OF BALSALL HEATH JUNGLE FROM SEPTEMBER 2003 TO AUGUST 2004**

The year began with the winding up of the Gardening for Change project which had run over the summer, with the assistance of Shamim Miah and Rob Tilling. Rob continued to run gardening sessions once a week for the children at Jakeman Nursery School, but there no other paid staff. Chris Duggan continued in a voluntary capacity, submitting a bid to b:cen (Birmingham Community Empowerment Netowrk) for the Multicultural Organic Learning Exchange project. We were still waiting to hear the result of our application to Community Fund, submitted earlier, for a 2 year project entitled City Fruit.

At the end of November we heard that both these bids had been successful, and the Organic Exchange project duly began in December 2003, employing Chris Duggan as the main worker, and Rob Tilling as the leader of the children's gardening club. These were the achievements later reported to b:cen:

Shared lunch in our meeting room every Tuesday, from December to February, with access to gardening information and resources.

Monthly newsletters with information on organic gardening.

Lunchtime gardening club for (mainly Muslim) Year 3 children at Tindal School from January to July once a week.

An extra lunchtime club at Tindal School June to July, sending the children home with seeds and having them report back on their gardens.

A women's gardening group meeting weekly from March to July (10:30am to 2:30pm) [an initiative of Ruth Wilson in a volunteer capacity].

A new website, [www.jngl.org.uk](http://www.jngl.org.uk)

The City Fruit Project funded by the National Lottery's Community Fund (now the Big Lottery Fund) began in March. However, after another recruitment round, he resigned half the job in June and was joined by Rob Tilling as joint co-ordinators, so that responsibility could be shared.

We took part in the Balsall Heath Carnival procession for the first time in July 2004, and the fruit trees on the stall were very much in demand.

This event followed a particularly successful Open Day in June, which we began to hold on the first Saturday of each month, and we saw the membership of Balsall Heath Jungle increasing and becoming even more racially mixed, in line with our objectives

With the weekly shared lunches, the monthly newsletters and open days, and the more permanent use of the Annexe at 100 Mary Street, Jungle was becoming more visible in the community and reaching more people.

**Committee Members' Responsibilities**

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent

Prepare financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in existence.

The Committee Members are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the trust. They are also responsible for safeguarding the assets of the trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Committee Members

..... Date.....

**BALSALL HEATH JUNGLE****STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31ST AUGUST 2004**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2004/03 £	Total 2003/02 £
<b>RECEIPTS :</b>					
Donations , Legacies and Similar Incoming Resources	<b>2a</b>	127	22,555	22,682	17,104
Operating Activities in Furtherance of the Charitable Objects	<b>2b</b>	2,813	0	2,813	2,177
Income from Activities for Generating Funds	<b>2c</b>	165	0	165	53
Investment Income	<b>2d</b>	43	0	43	0
<b>TOTAL RECEIPTS</b>		<b>3,148</b>	<b>22,555</b>	<b>25,703</b>	<b>19,334</b>
<b>PAYMENTS :</b>					
Cost of Activities in Furtherance of the Charitable Objects	<b>3a</b>	2,944	17,537	20,481	17,190
Costs of Generating Funds	<b>3b</b>	861	1,271	2,132	74
Resources Expended on Managing and Administering the Management Committee	<b>3c</b>	150	1,942	2,092	377
Other Expenditure	<b>3d</b>	500	0	500	0
<b>TOTAL PAYMENTS</b>		<b>4,455</b>	<b>20,750</b>	<b>25,205</b>	<b>17,641</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>-1,307</b>	<b>1,805</b>	<b>498</b>	<b>1,693</b>
Balances Brought Forward		1,856	3,703	5,559	3,866
<b>BALANCES CARRIED FORWARD</b>		<b>549</b>	<b>5,508</b>	<b>6,057</b>	<b>5,559</b>

**BALSALL HEATH JUNGLE**

**STATEMENT OF ASSETS AND LIABILITIES  
AS AT 31ST AUGUST 2004**

<b>ASSETS</b>	<b>31-Aug-04</b>	<b>31-Aug-03</b>
	£	£
<b>Cash Funds:</b>		
Bank Accounts	6,057	5,559
Petty Cash	0	0
	<u>6,057</u>	<u>5,559</u>
<b>Represented by:</b>		
General Fund	549	1,856
Restricted Funds	5,508	3,703
	<u>6,057</u>	<u>5,559</u>
 <b>LIABILITIES</b>		
Independent Examiners Fee	0	0
Employee Loan	0	500
Accruals	0	802
Creditors	0	50
PAYE Creditor	0	155
	<u>0</u>	<u>1,507</u>

**RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Management Committee to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The Management Committee have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages 5 and 6.

Approved by the Management Committee on ..... and

Signed on their behalf by ....., Trustee

**BALSALL HEATH JUNGLE****NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST AUGUST 2004****1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Management Committee Commissioners, and they meet the appropriate legal requirements. The accounts are prepared on a "going concern" basis.

**2. RECEIPTS**

Note	Unrestricted Funds £	Restricted Funds £	Total 2004/03 £	Total 2003/02 £
<b>a) Donations , Legacies and Similar Incoming Resources</b>				
Membership Fees	6		6	217
Grants		22,555	22,555	15,972
Donations	121		121	915
	<b>127</b>	<b>22,555</b>	<b>22,682</b>	<b>17,104</b>
<b>b) Operating Activities in Furtherance of the Management Committee Objects</b>				
St Paul's Nursery Gardening Sessions	15		15	995
Jakeman School Gardening Sessions	660		660	0
Horticultural Sales	2,138		2,138	1,182
	<b>2,813</b>	<b>0</b>	<b>2,813</b>	<b>2,177</b>
<b>c) Income from Activities for Generating Funds</b>				
Miscellaneous Receipts	165		165	53
	<b>165</b>	<b>0</b>	<b>165</b>	<b>53</b>
<b>d) Investment Income</b>				
Bank Interest	43		43	0
	<b>43</b>	<b>0</b>	<b>43</b>	<b>0</b>

**BALSALL HEATH JUNGLE****NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST AUGUST 2004****3. PAYMENTS**

	Unrestricted Funds	Restricted Funds	Total 2004/03	Total 2003/02
<b>a) Costs of Activities in Furtherance of the Charitable Objects</b>				
Events and Seminars		66	66	493
Horticultural supplies	1,695	691	2,386	2,765
Childcare			0	56
Room Hire			0	600
Telephone and Internet		106	106	104
Volunteer Expenses		120	120	25
Project Workers	781	11,976	12,757	12,647
Office Costs	243	1,155	1,398	275
Rent and Rates	207	2,636	2,843	117
Meetings			0	108
Equipment	18	787	805	0
	<b>2,944</b>	<b>17,537</b>	<b>20,481</b>	<b>17,190</b>
<b>b) Costs of Generating Funds</b>				
Publicity	861	1,271	2,132	74
	<b>861</b>	<b>1,271</b>	<b>2,132</b>	<b>74</b>
<b>c) Resources Expended on Managing and Administering the Management Committee</b>				
Information and Subscriptions	115	79	194	44
Telephone		268	268	313
Miscellaneous Expenditure	5	1,104	1,109	20
Bank Charges	30	51	81	0
Insurance		392	392	0
Recruitment		48	48	0
	<b>150</b>	<b>1,942</b>	<b>2,092</b>	<b>377</b>
<b>d) Other Expenditure</b>				
Loan	500		500	0
	<b>500</b>	<b>0</b>	<b>500</b>	<b>0</b>

**BALSALL HEATH JUNGLE**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST AUGUST 2004**

<b>4. RESTRICTED FUNDS</b>	Childrens Fund £	Surestart £	Community Chest £	b:cen £	Community Fund £	<b>TOTAL</b> £
<b>Income</b>						
Grants				5,000	17,555	22,555
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>17,555</b>	<b>22,555</b>
<b>Expenditure</b>						
Equipment				400	387	787
Events			66			66
Horticultural Supplies			42	150	499	691
Publicity					1,271	1,271
Volunteer Expenses					120	120
Project Workers	1,252	703	1,280	4,000	4,741	11,976
Administration and support costs			296	449	5,093	5,838
<b>Total Expenditure</b>	<b>1,252</b>	<b>703</b>	<b>1,684</b>	<b>4,999</b>	<b>12,111</b>	<b>20,749</b>
<b>Opening Balance</b>	1,313	701	1,688	0	0	3,702
<b>Closing Balance</b>	<b>61</b>	<b>-2</b>	<b>4</b>	<b>1</b>	<b>5,444</b>	<b>5,508</b>

Childrens Fund Local Network: small grant held for a project based at Jakeman Nursery School, undertaking gardening work with the children, and outreach work to the parents, encouraging them to grow fruit and vegetables at

**Sure Start Balsall Heath:** small grant held to help families with children under 5 to grow fruit and vegetables.

Community Chest

**b:cen:** grant given to run a summer outreach project, encouraging fruit and vegetable growing in Balsall Heath

**Community Fund (National Lottery):** grant given for

A project to improve the health and quality of life of local residents through the provision of a drop-in centre with a

The restricted funds are wholly represented by cash reserves of the Management Committee

#### 5. PAYMENTS TO Management Committee

No payments were made to Management Committee or any persons connected with them during this financial period.

#### 6. RISK ASSESSMENT

The Management Committee actively review the major risks which the Management Committee faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Management Committee have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

**7. RESERVES POLICY**

The Management Committee have considered the level of reserves they wish to retain, appropriate to the Management Committee's needs. This is based on the Management Committee's size and the level of financial commitments held. The Management Committee aim to ensure the Management Committee will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The Management Committee

**8. BANK BALANCES**

The closing bank balances have been adjusted to allow for accruals made in the accounts.