

Company Registration No. 465975 (England and Wales)

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

DIRECTORS' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2008

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

COMPANY INFORMATION

Directors	Refer to separate page for names of directors, council members and honorary officers
Secretary	Jane Cook
Company number	465975
Registered office	Commerce House Festival Park Etruria Stoke-on-Trent Staffordshire ST1 5BE
Auditors	Geens 68 Liverpool Road Stoke-on-Trent Staffordshire ST4 1BG

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

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NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2008

The Directors present their report and financial statements for the year ended 31 March 2008. Fuller information on the activities of the Chamber during 2007/2008 are contained in the Annual Review which is published separately.

Principal activities

The principal activities of the Chamber continued to be :

representation of members' views on industrial, commercial and economic issues
promotion of enterprise and support of new business creation
providing services to members, including:
-export promotion and documentation
-translations
-management of various projects relating to regeneration, business development and skills
-management and business training
-various discounted services and networking opportunities

The activities of the Chamber during the year were little changed from the previous years. The Chamber continues to encourage business expansion through Business Initiative and Stafford Enterprise, enterprise agencies which are also sections of the Chamber.

The future objectives of the Chamber are continuing provision of similar services and facilities, and the creation of new opportunities to ensure the prosperity of the area. In this endeavour, the Chamber maintains its recognition as an 'Accredited Chamber of Commerce' in line with the British Chambers of Commerce's national development strategy. We are also pleased to uphold the standards of the Investors in People award.

During 2007/08 the Chamber was awarded the prestigious Community Mark, and also won the 'Most effective Lobbying Chamber' award at the BCC Annual Awards ceremony.

The Chamber plays a key role in local regeneration initiatives. It has an interest in InStaffs(UK) Ltd, a company formed to promote inward investment into Staffordshire. It is also involved in Local Strategic Partnerships throughout the North Staffordshire sub-region.

The Chamber is involved in collaborative activities with Southern Staffordshire Chamber of Commerce. This includes the publication of a county-wide business magazine and a directory of Staffordshire businesses.

Directors

The names of Directors holding office during the year are listed separately along with the names of the Honorary Officers and council members.

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

DIRECTORS' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

Directors' interests

The North Staffordshire Chamber of Commerce and Industry is a company limited by guarantee. Every member of the Chamber undertakes to meet the liabilities of the Chamber to an amount not exceeding £2 per member. Therefore, no Director has any material interest in the Chamber.

Auditors

In accordance with section 385 of the Companies Act 1985, a resolution proposing that Geens be reappointed as auditors of the company will be put to the Annual General Meeting.

Statement of Directors' responsibilities

The directors are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- 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 that 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. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors' are responsible for the maintenance and integrity of the company website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement of disclosure to auditor

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

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

On behalf of the board

R.M Young

Director

11 June 2008

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

INDEPENDENT AUDITORS' REPORT

TO THE SHAREHOLDERS OF NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

We have audited the financial statements of North Staffordshire Chamber of Commerce & Industry for the year ended 31 March 2008 set out on pages 5 to 15. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007).

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of the directors and auditors

The directors' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the directors' report is consistent with the financial statements.

In addition we report to you if, in our opinion, the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and other transactions is not disclosed.

We read the directors' report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

INDEPENDENT AUDITORS' REPORT (CONTINUED)

TO THE SHAREHOLDERS OF NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the company's affairs as at 31 March 2008 and of its surplus for the year then ended;
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the Directors' report is consistent with the financial statements.

Geens

11 June 2008

Chartered Accountants

Registered Auditor

68 Liverpool Road
Stoke-on-Trent
Staffordshire
ST4 1BG

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2008

		2008	2007
	Notes	£	as restated £
Turnover		2,345,627	2,150,267
Administrative expenses		(2,364,437)	(2,175,301)
Other operating income		63,873	65,573
		<hr/>	<hr/>
Operating surplus	2	45,063	40,539
Profit (loss) on sale of tangible assets		60	-
		<hr/>	<hr/>
Surplus on ordinary activities before interest		45,123	40,539
Other interest receivable and similar income		14,144	9,340
Interest payable and similar charges		(6,484)	(3,737)
		<hr/>	<hr/>
Surplus on ordinary activities before taxation		52,783	46,142
Tax on profit on ordinary activities	3	(5,059)	(4,815)
		<hr/>	<hr/>
Surplus for the year	11	47,724	41,327
		<hr/> <hr/>	<hr/> <hr/>

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

STATEMENT OF TOTAL RECOGNISED GAINS AND LOSSES

FOR THE YEAR ENDED 31 MARCH 2008

		2008	2007
	Notes	£	as restated £
Profit for the financial year		47,724	41,327
Prior year adjustment	11	59,125	-
Total gains and losses recognised since last financial statements		<u>106,849</u>	<u>41,327</u>

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

BALANCE SHEET

AS AT 31 MARCH 2008

		2008		2007 as restated	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	4	1,352,074		1,333,845	
Investments	5	1,000		1,000	
		<u>1,353,074</u>		<u>1,334,845</u>	
Current assets					
Stocks		588		588	
Debtors	6	381,634		485,028	
Cash at bank and in hand		520,917		325,146	
		<u>903,139</u>		<u>810,762</u>	
Creditors: amounts falling due within one year	7	<u>(520,934)</u>		<u>(424,641)</u>	
Net current assets		<u>382,205</u>		<u>386,121</u>	
Total assets less current liabilities		<u>1,735,279</u>		<u>1,720,966</u>	
Creditors: amounts falling due after more than one year	8	(73,455)		(100,558)	
Accruals and deferred income	9	<u>(335,962)</u>		<u>(342,270)</u>	
		<u>1,325,862</u>		<u>1,278,138</u>	
Capital and reserves					
Revaluation reserve	11	407,477		416,606	
Other reserves	11	236,212		236,212	
Profit and loss account	11	682,173		625,320	
		<u>1,325,862</u>		<u>1,278,138</u>	

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

Approved by the Board for issue on 11 June 2008

R.M Young
Director

B C Carnes
Director

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2008

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention modified to include the revaluation of freehold land and buildings and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007). The financial statements include the results and net assets of the Chamber and its enterprise agencies, Business Initiative and Stafford Enterprise.

1.2 Income

Income represents amounts receivable for annual subscriptions and charges for services provided and is stated net of VAT and trade discounts.

Funds receivable in respect of specific projects are treated as deferred income and released to the income and expenditure account so as to match the expenditure incurred on the particular project with the income received. The Chamber is able to claim a management charge in order to operate the projects. This is released to the income and expenditure account on an annual basis.

Deferred project income is included in the balance sheet in 'Other creditors'.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life, as follows:

Freehold buildings	Over 60 years
Leasehold land	Land is not depreciated
Fixtures, fittings & equipment	between 3 and 10 years

The part of the annual depreciation charge on revalued assets which relates to the revaluation surplus is transferred from the revaluation reserve to the profit and loss account.

1.4 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

1.5 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

1.6 Stock

Stock is valued at the lower of cost and net realisable value.

1.7 Pensions

The pension costs charged in the financial statements represent the contributions payable by the company during the year in accordance with applicable accounting standards.

1.8 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction. All differences are taken to the Income and Expenditure account.

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

1 Accounting policies (continued)

1.9 Government grants

Government grants receivable in respect of capital expenditure are treated as deferred income and released to the income and expenditure account so as to match the depreciation charged on the fixed assets purchased with the grant. Deferred grant income in the balance sheet represents total grants received less amounts credited to income and expenditure account.

1.10 Group accounts

The financial statements present information about the Chamber as an individual undertaking and not about its group. The Chamber and its subsidiary undertakings comprise a small-sized group. The Chamber has therefore taken advantage of the exemptions provided by section 248 of the Companies Act 1985 not to prepare group accounts.

2 Operating profit	2008	2007
	£	£
Operating profit is stated after charging:		
Depreciation of tangible assets	43,479	36,492
Operating lease rentals		
- Office equipment	7,669	7,547
Auditors' remuneration	11,541	8,000
Directors' emoluments	68,058	72,558
and after crediting:		
Grants released	6,308	6,308
Profit on foreign exchange transactions	(211)	-
	<u> </u>	<u> </u>

The number of Directors for whom retirement benefits are accruing under money purchase pension schemes amounted to 1 (2007 : 1).

3 Taxation	2008	2007
	£	£
Domestic current year tax		
U.K. corporation tax	5,059	4,815
	<u> </u>	<u> </u>
Current tax charge	<u>5,059</u>	<u>4,815</u>

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

4 Tangible fixed assets

	Land and buildings	Office furniture & equipment	Total
	£	£	£
Cost or valuation			
At 1 April 2007	1,525,156	106,058	1,631,214
Additions	26,305	35,404	61,709
Disposals	-	(714)	(714)
At 31 March 2008	<u>1,551,461</u>	<u>140,748</u>	<u>1,692,209</u>
Depreciation			
At 1 April 2007	204,159	93,210	297,369
On disposals	-	(714)	(714)
Charge for the year	29,521	13,959	43,480
At 31 March 2008	<u>233,680</u>	<u>106,455</u>	<u>340,135</u>
Net book value			
At 31 March 2008	<u>1,317,781</u>	<u>34,293</u>	<u>1,352,074</u>
At 31 March 2007	<u>1,320,997</u>	<u>12,848</u>	<u>1,333,845</u>

The freehold and leasehold land and buildings were valued on an open market basis by a firm of independent Chartered Surveyors during the year ended 31 March 2006. The Directors consider that there has been no material change to the value of the properties in the year.

If these properties were sold for their revalued amounts it would be necessary to replace them with similar property, and rollover relief against tax on the gain would be available. Accordingly, no timing differences arise and no provision has been made for deferred tax in respect of the revaluation.

Comparable historical cost for the land and buildings included at valuation:

	£
Cost	
At 1 April 2007	1,082,383
Additions	26,305
At 31 March 2008	<u>1,108,688</u>
Depreciation based on cost	
At 1 April 2007	178,003
Charge for the year	20,392
At 31 March 2008	<u>198,395</u>
Net book value	
At 31 March 2008	<u>910,293</u>

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

4	Tangible fixed assets	(continued)
	At 31 March 2007	904,390
		<u> </u>

5	Fixed asset investments	Unlisted investments £
	Cost or valuation	
	At 1 April 2007 & at 31 March 2008	1,000
		<u> </u>
	Net book value	
	At 31 March 2008	1,000
		<u> </u>
	At 31 March 2007	1,000
		<u> </u>

6	Debtors	2008	2007
		£	£
	Trade debtors	305,720	289,540
	Other debtors	75,914	195,488
		<u> </u>	<u> </u>
		381,634	485,028
		<u> </u>	<u> </u>

Debtors include an amount of £- (2007 - £5,237) which is due after more than one year.

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

7 Creditors: amounts falling due within one year	2008 £	2007 £
Bank loans and overdrafts	151,102	43,659
Trade creditors	62,091	156,529
Taxation and social security	72,854	50,074
Other creditors	234,887	174,379
	<u>520,934</u>	<u>424,641</u>

The bank loan is secured by way of a fixed charge over Commerce House.

8 Creditors: amounts falling due after more than one year	2008 £	2007 £
Bank loans	73,455	42,058
Other creditors	-	58,500
	<u>73,455</u>	<u>100,558</u>

Analysis of loans

Wholly repayable within five years	111,683	121,018
Included in current liabilities	(38,228)	(20,460)
	<u>73,455</u>	<u>100,558</u>

9 Accruals and deferred income

	Government grants £
Balance at 1 April 2007	342,270
Amortisation in the year	(6,308)
Balance at 31 March 2008	<u>335,962</u>

Accruals and deferred income relate to grants received to assist in the acquisitions of business premises.

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

10 Pension costs

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund. There are no amounts outstanding at the year end.

Defined contribution

	2008	2007
	£	£
Contributions payable by the company for the year	7,920	7,920

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

11 Statement of movements on reserves

	Revaluation reserve	Other reserves (see below)	General reserve
	£	£	£
Balance at 1 April 2007 as previously reported	416,606	236,212	566,195
Prior year adjustment	-	-	59,125
Balance at 1 April 2007 as restated	416,606	236,212	625,320
Retained surplus for the year	-	-	47,724
Transfer from revaluation reserve to profit and loss account	(9,129)	-	9,129
Balance at 31 March 2008	<u>407,477</u>	<u>236,212</u>	<u>682,173</u>

Other reserves

Business Initiative development reserve

Balance at 1 April 2007 & at 31 March 2008

38,400

Other reserve

Balance at 1 April 2007 & at 31 March 2008

2,637

Building contributions reserve

Balance at 1 April 2007 & at 31 March 2008

195,175

Building contributions reserve is in respect of capital contributions received towards the cost of the Chamber's office property.

The financial statements include two prior year adjustments.

As detailed in note 1, Accounting Policies, project income may be deferred in order to match the expenditure incurred in the year. Income amounting to £52,335 in respect of one particular project had been deferred and included in creditors in the financial statements to 31 March 2007. This should have been released to the Income and Expenditure account in the year.

Income received by the enterprise agency Business Initiative, from a particular source, in the year to 31 March 2007 had been included net of expenses. A prior year adjustment has been included to show the correct income of £40,654, expenditure of £33,865 and additional cash at bank of £6,789.

12 Contingent liabilities

On 7 July 2005 the Chamber received a grant of £245,000 on behalf of its enterprise agency, Business Initiative, for the purpose of acquiring premises. The terms of the grant are such that, for a period of 25 years, the grant would be repayable to the grant provider if certain conditions are not met. A legal charge over premises at Campbell Road exists. Default on the terms of the grant is considered unlikely in the foreseeable future.

NORTH STAFFORDSHIRE CHAMBER OF COMMERCE & INDUSTRY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2008

13 Financial commitments

At 31 March 2008 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2009:

	2008	2007
	£	£
Operating leases which expire:		
Within one year	2,307	-
Between two and five years	2,215	7,850
	<u>4,522</u>	<u>7,850</u>

14 Capital commitments

At 31 March 2008 the company had capital commitments as follows:

	2008	2007
	£	£
Authorised but not contracted for	-	57,270
	<u>-</u>	<u>57,270</u>

15 Related party transactions

The Chamber is limited by guarantee and under the control of its individual subscription paying members. The Chamber provides services to entities which could be under the control of Directors of the Chamber. However, the board of Directors considers that disclosure of such transactions would not influence decisions made by users of the accounts. Therefore, in accordance with Financial Reporting Standard No 8, such transactions are considered immaterial.

The Chamber has 100% ownership and control in Staffordshire Chamber Services Limited. Income for management services and rent of office space during the year amounted to £nil: (2007:£35,424) and is included in Export services. There were no outstanding balances at the year end. The investment of £1,000 is shown on the balance sheet.

The Chamber has a 50% ownership and control in Stoke on Trent Community Partnership Railway Enterprise Centre Limited. Income for management services receivable during the year amounted to £nil (2007:£nil).

The Chamber has a wholly owned subsidiary, The Staffordshire Enterprise Consortium Limited. Income received in respect of training amounted to £419,039 (2007:£273,188). The amount due to the Chamber at the end of the year amounted to £156,501 (2007:£46,848).

The Chamber has a 20% holding in West Midlands International Trade LLP. Income received in the year amounted to £246,548 and the balance outstanding at the end of the year amounted to £56,876.