

Charter Trust for the City of Durham

28 June 2012

Annual Report for the year ended 31st
March 2012



City of Durham

Report of Jeff Garfoot, Treasurer

Purpose of the Report

1. To seek approval of the Accounting Statements and Annual Governance Statement included in the attached Annual Return for the financial year ended 31 March 2012.

Background

2. In accordance with the Accounts and Audit Regulations 2003 (as amended) small relevant bodies in England with an annual turnover of £1 million or less must complete an annual return summarising their annual activities at the end of each financial year. To comply, the Annual Return must be approved by the Charter Trustees on or before 30 June 2012. The return is then subject to audit by our external auditors, the Audit Commission. On completion, the external auditors' report will be incorporated into the published version of the document at Section 3.

Annual Return

3. The annual return is made up of four sections :
 - Section 1 – Accounting Statements, to be signed by the Treasurer and Chair of the meeting approving the accounting statements;
 - Section 2 – Annual Governance Statement, to be signed by the Chair and Clerk of the meeting approving the statement;
 - Section 3 – External Auditor's certificate and opinion;
 - Section 4 – Annual internal audit report.
4. A copy of the annual return is attached at Appendix 2.

Outturn Report

5. A separate revenue outturn report for the financial year ending 31 March 2012 is included within the agenda for today's meeting. This information is incorporated within Section 1 of the annual return.

Recommendations

6. It is **RECOMMENDED** that the Charter Trustees approve the attached Annual Return (Sections 1 and 2) for the financial year ended 31 March 2012.

Jeff Garfoot
Treasurer

Contact: Beverley White

Tel: 03000 261900

RISKS AND IMPLICATIONS

Finance

The report provides a summary of the financial activities of the Charter Trust for the City of Durham as at 31/3/12.

Staffing

None

Equality and Diversity

None

Accommodation

None

Crime and Disorder

None

Children's Act 2004

None

Human Rights

None

Stakeholder/Community Engagement

None