

22 July 2011

Joanne-Marie Jordan BCom PGDM
Head of Finance and Personnel
Reserve Forces and Cadets Association
for Greater London
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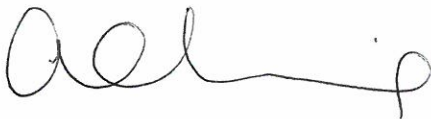
Our ref: JWS/ET0201/ac06

Dear Joanne,

City Reserve Forces and Cadets Association London Financial Return 2011

Please find enclosed the our grant report letter duly signed to accompany the 2011 City Reserve Forces and Cadets Association financial return

Yours sincerely,



Alicia Chivers
Manager
For and on behalf of Kingston Smith LLP

Encls.

Kingston Smith LLP Chartered Accountants
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Amanda Merron Adrian Houstoun Janice Riches Christopher Lane David Goodridge Keith Halstead Cliff Ireton Andrew Shaw David Childs Graham Tyler Paul Samrah Graham Morgan David Benton Christopher Hughes
Jonathan Sutcliffe Jonathan Seymour David Montgomery Neil Finlayson Brian R Pope Moira Hindson Esther Carder John Stanforth Heather Powell Silvia Vitello Marc Fecher Alan Craddock Sandra De Lord
Tim Stoyold Mark Twum-Ampofo Daniel Martine Matthew Meadows James Cross Gordon Follows Thomas Moore Paul Spindler Tessa Park Richard Heap Ian Graham

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22 July 2011

Reserve Forces' and Cadets' Association for Greater London
Fulham House
87 Fulham High Street
London
SW6 3JS

Our ref:
JWS/ET0201/ac

Dear Sirs

APPLICATION FOR A FINANCE COMMITTEE GRANT FROM THE CITY OF LONDON CORPORATION

We are writing in accordance with your request to examine the Financial Return of the Reserve Forces' and Cadets' Association (RFCA) for Greater London City Corporation Grant for the year ended 31 March 2011. While you have no formal requirement with the City of London Corporation (Corporation), we have made this report as a result of a specific request from you, and having separately tested the transactions that are included in the above mentioned Financial Return.

This report is made solely to the RFCA. Our work has been undertaken for no purpose other than to draw the attention of the Association's management to those matters which we have agreed to include in a report addressed to them. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the Association and the Association's management as a body, for our work, for this report or for the opinions we have formed.

We have examined the attached Financial Return. We have examined the records of RFCA relating to this return and have obtained such explanations and carried out such tests as we consider necessary.

We report that, in our opinion:

- i) the RFCA, on behalf of The City Association Sub Committee, expended monies or committed to expending monies, authorised by Lt Colonel P L d'A Willis, totalling £50,790 in the year from 1 April 2010 to 31 March 2011. A sample of expenses were agreed to supporting documentation and appeared to be consistent with sports and recreational activities as required by the Corporation letter to you dated 23 May 2006;
- ii) the RFCA, on behalf of The City Association Sub Committee, received £42,000 from the Corporation for the year to 31 March 2011.

Yours faithfully



KINGSTON SMITH LLP

Signed by way of acceptance..........Lt Colonel P L d'A Willis - City Secretary
for and on behalf of the RFCA

Kingston Smith LLP Chartered Accountants

Devonshire House, 60 Goswell Road, London EC1M 7AD Telephone 020 7566 4000 Fax 020 7566 4010 ks@kingston-smith.co.uk www.kingston-smith.co.uk

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City Reserve Forces' and Cadets' Association

Balance Sheet as at 31 March 2011

	2011 £	2010 £
Current Assets		
Cash in Hand (Note 2)	4,298	5,030
Prepayments	-	1,959
	<u>4,298</u>	<u>6,989</u>
Current Liabilities		
Creditors	2,375	1,025
Deferred Income	250	-
	<u>2,625</u>	<u>1,025</u>
Net Current Assets	<u>1,673</u>	<u>5,964</u>
Equity (Note 3)	<u>1,673</u>	<u>5,964</u>



J-M Jordan, BCom, PGDM
Head of Finance & Personnel



Lt Col P L d'A Willis
City Secretary

City Reserve Forces' and Cadets' Association

Income and Expenditure Account For the year ended 31 March 2011

	2010 £	2009 £
Income		
Corporation Grant Income (Note 4)	42,000	39,000
Lieutenancy Grant (Note 5)	4,500	-
	<u>46,500</u>	<u>39,000</u>
Expenditure		
Corporation Grants to Units (Note 6a) ✓	20,453	26,642
Promotional Activities (Note 6b)	15,237	6,398
Lieutenancy Grants to Units (Note 5) ✓	4,500	-
Mansion House Reception (AGM)	5,635	4,272
City of London Activities (Note 7)	3,762	1,646
Administration (Note 8)	1,203	1,255
	<u>50,790</u>	<u>40,213</u>
Net loss for the year	- 4,290	- 1,213

City Reserve Forces' and Cadets' Association

Notes to the Financial Statements For the year ended 31 March 2011

1 Accounting Policies

These financial statements are prepared in accordance with applicable accounting standards (UK GAAP). These policies have been applied consistently.

2 Cash in Hand

The City Association currently has a bank account, previously money was held "in trust" by the Greater London Reserve Forces' and Cadets' Association, for and on our behalf.

3 City Association Capital and Reserves

The City Association is not subjected to annuality and any money not spent in year may be carried forward and spent in the following year(s).

	2011 £	2010 £
Balance brought forward	5,964	7,177
Deficit for the year	<u>-4,290</u>	<u>-1,213</u>
City Association Capital	<u><u>1,673</u></u>	<u><u>5,964</u></u>

4 Corporation Grant Income

The City of London Corporation donates an amount, known as "The Corporation Grant".

An amount of £117,000 was approved in 2007, to be used over three years, and, in 2010, an amount of £126,000 to be paid over 3 years

	2011 £	2010 £
£ 117,000 x 1/3		39,000
£ 126,000 x 1/3	42,000	
	<u><u>42,000</u></u>	<u><u>39,000</u></u>

City Reserve Forces' and Cadets' Association

Notes to the Financial Statements (cont'd) For the year ended 31 March 2011

5 Lieutenancy Grant

For many decades an amount is paid to the City Association to aid Reservists. In the past both the income and the expenditure has been recorded in the books of the Greater London Association and the full amount received was disbursed in year. This year a surplus amount, of £250, as been recorded as deferred income and will be disbursed next year

	2011 £	2010 £
Grant for the year	4,750	-
Grants to Units	- 4,500	-
	<hr/>	<hr/>
Balance in hand	250	-
Deferred to 2011-12 year	- 250	-
	<hr/>	<hr/>
	<u> -</u>	<u> -</u>

6 City Corporation Grant Expenditure

The grant received is to be spent principally as direct grants to units, with the objectives of providing operational welfare support for soldiers mobilized for operations and their families, (Direct Grants) as well as to assist in supporting their recruiting and retention activities (Promotional Activities)

	2011 £	2010 £
(a)		
Direct Grants to Units:	<u>20,453</u>	<u>26,642</u>
(b)		
Promotional Activities:		
• Briefing for future leaders	6,193 ✓	6,077
• Reception for City Reservists	8,248 ✓	0
• Shooting Competition with City Firms	546 ✓	321
	<hr/>	<hr/>
	<u>14,987</u>	<u>6,398</u>
Total Grant Expenditure	35,439	33,040
Percentage of Grant Received (Note 4)	84.38%	84.72%

City Reserve Forces' and Cadets' Association

Notes to the Financial Statements (cont'd) For the year ended 31 March 2011

7 City of London Activities

Every year the City Association briefs the Lord Mayor-Elect and the Sheriffs on the activities and roles played by the City's Reserves and Cadets. The Association also assists with the Lord Mayor's Show and Remembrance Sunday in the City.

	2011 £	2010 £
Brief to the Lord Mayor-Elect, the City Sheriffs and the Private Secretary	836	281
Support for the Lord Mayor's Show	1,500	1,200
Cadet 150 Guard of Honour	1,343	-
Wreaths for Remembrance Sunday	83	165
	<u>3,762</u>	<u>1,646</u>

8 Administration

	2010 £	2009 £
Audit Fees	1,169	1,045
Misc. Administrative costs	284	209
	<u>1,453</u>	<u>1,255</u>