

**THE CENTRE FOR SEARCH RESEARCH
REPORT AND FINANCIAL STATEMENTS
PERIOD ENDED 31st AUGUST 2004**

**Company Number
3421851**

**Charity Number
1064927**



**THE CENTRE FOR SEARCH RESEARCH
REPORT AND FINANCIAL STATEMENTS
PERIOD ENDED 31st AUGUST 2004**

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THE CENTRE FOR SEARCH RESEARCH

LEGAL AND ADMINISTRATIVE INFORMATION

PERIOD ENDED 31st AUGUST 2004

CONSTITUTION

The Centre for Search Research was incorporated in August 1997 as a private company limited by guarantee not having a share capital. It became a registered charity in October 1997.

TRUSTEES

The trustees serving during the year and since the year end were as follows:

Chairman

David Owen

Other

David Perkins
Peter Roberts

Sir Humphry Wakefield, a former director and trustee, has been the Centre's Patron since October 1999

SECRETARY AND TREASURER

David Perkins

REGISTERED OFFICE

9 Astley Gardens
Seaton Sluice
Northumberland
NE26 4JJ

ACCOUNTANT

Albert Gurney, Chartered Accountant
4 West Terrace
Seaton Sluice
Northumberland
NE26 4RE

BANKERS

Barclays Bank Plc
The South East Northumberland Group
Northumbria House
Cramlington
Northumberland
NE23 6QP

THE CENTRE FOR SEARCH RESEARCH

REPORT OF THE TRUSTEES

PERIOD ENDED 31st AUGUST 2004

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st August 2004.

Legal and administration information is set out on page 1 of this report. The financial statements comply with current statutory requirements, and the Statements of Recommended Practice - Accounting and Reporting by Charities.

OBJECTS OF THE CHARITY

The purpose of The Centre for Search Research is to protect and preserve the lives of persons who are missing or endangered by accident or natural hazard by conducting research into all aspects of the techniques used for searching for such persons and to disseminate the useful results of such research and to assist the voluntary and statutory emergency services in connection with such works.

ORGANISATION

The Trustees met five times during the year: November and December in 2003, together with February, May and July in 2004.

REVIEW OF ACHIEVEMENTS TOWARDS MEETING THE CHARITY'S OBJECTIVES

The work done on behalf of the Charity towards meeting its objectives has been carried out by Mr David Perkins and Mr Peter Roberts. Both are long-standing members of a local Search and Rescue (SAR) team - Northumberland National Park SAR Team - and both have a considerable degree of SAR experience. Their work has been voluntary and unpaid.

Object 1 : to conduct research into all aspects of the techniques used for searching for missing persons

Activities and Achievements : the UK Missing Person Behavior Study continues to operate as part of the MRC's system for collecting and recording information about lost and missing persons. This year it has again provided invaluable information.

UK Missing Person Behaviour Statistics project: the data collection system that we designed in conjunction with the Incident Statistics Collator for the Mountain Rescue Committee of England and Wales (MRC) is now an established part of the national procedure for reporting incidents involving MR and SAR Teams. A third report was produced in January 2004 and put onto the MRC and The Centre for Search Research websites. At the time there were around 550 records on the database. The report was felt to be a considerable improvement over previous reports on account of the increase in the volume of data and the use made of graphics to represent the results. The data collected so far was made available for inclusion in an international study of missing person behavior being undertaken in the USA. Mr Perkins and Mr Roberts gave presentations on the latest findings at the Washington State SAR conference in May. The volume of data continues to grow and a number of modifications that will yield important improvements in subsequent reports have been identified.

THE CENTRE FOR SEARCH RESEARCH

REPORT OF THE TRUSTEES - continued

PERIOD ENDED 31st AUGUST 2004

Object 2 : to provide training for voluntary and statutory emergency services in respect of missing persons.

Activities and Achievements : we have continued to teach our Incident Management and Search Skills courses this year, although at a reduced level. Progress has been made towards the production of software to provide training in incident management; this is an exciting new development with a considerable amount of potential.

Managing the Initial Response : we taught this course to SAR volunteers and police from Dumfries and Galloway in November 2003.

Field Search Skills: we taught this course to mountain rescue volunteers and Garda in Ireland in February.

Software for Incident Management training: a prototype version was designed and created during the year, and was shown to be very much a feasible product. There is still work to do but it has tremendous potential for both classroom teaching and private learning with a wide range of users.

Object 3 : to publish materials to assist voluntary and statutory emergency services in respect of missing persons.

Activities and Achievements : we gave two different presentations at the Washington State SAR conference in May 2004, one on the UK Missing Person Behavior project and the other on the role of the SAR community after the Lockerbie bombing. In July 2004 we gave a presentation on the management of the initial phase of a missing person incident to a gathering of police officers from a number of forces in the UK.

Object 4: to collect and collate information from other individuals and organisations and to disseminate as appropriate.

Activities and Achievements : there are only a small number of individuals working in the world currently working in this field and we exchange information freely with them. This information, where relevant, is passed on to interested parties.

THE CENTRE FOR SEARCH RESEARCH
REPORT OF THE TRUSTEES - continued
PERIOD ENDED 31st AUGUST 2004

SPECIAL EXEMPTIONS

We have taken advantage in the preparation of the Trustees' Report of the special exemptions applicable to small companies conferred by part V11 of the Companies Act 1985.

BY ORDER OF THE BOARD

Date : 24 Nov 2004.

D Perkins

A handwritten signature in black ink, appearing to read 'D Perkins', written in a cursive style.

THE CENTRE FOR SEARCH RESEARCH

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

PERIOD ENDED 31st AUGUST 2004

The Companies Act 1985 requires the trustees to prepare financial statements that give a true and fair view of the state of the affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to :

select suitable accounting policies and apply them consistently

make judgements that are reasonable and prudent : and

state whether applicable accounting standards have been followed,
subject to any material departures disclosed and explained in the
financial statements

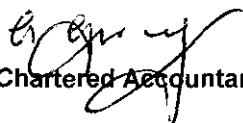
prepare the financial statements on a going concern basis unless it is inappropriate to
presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enables them to ensure that the financial statements comply with statutory requirement. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ACCOUNTANT'S REPORT ON THE UNAUDITED ACCOUNTS TO THE TRUSTEES OF
THE CENTRE FOR SEARCH RESEARCH
FOR THE PURPOSE OF SECTION 249A(2)
OF THE COMPANIES ACT 1985

As described on the balance sheet you are responsible for the preparation of the accounts for the period ended 31st August 2004 set out on pages 7 to 12 and you consider that the company is exempt both from an audit and a report under section 249a (1) of the Companies Act 1985. In accordance with your instructions, we have compiled these unaudited accounts in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Date: 24th November 2004

A GURNEY

Chartered Accountant

THE CENTRE FOR SEARCH RESEARCH

STATEMENT OF FINANCIAL ACTIVITIES

PERIOD ENDED 31st AUGUST 2004

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2004 £	Total 2003 £
Incoming resources					
Activities for generating funds					
Commercial Activities	3	3,617		3,617	9,095
Fund raising and donations		3,378	4,914	8,292	
Interest		27		27	15
Transfer from restricted funds		983	(983)		
Other					
Total incoming resources available for charitable application		8,005	3,931	11,936	9,110
Less cost of generating funds					
Commercial Activities	4	7,204		7,204	11,334
Net incoming resources available for charitable application		801	3,931	4,732	-2,224
Charitable expenditure					
Donations					
Total charitable expenditure					
Movement in total funds for the period		801	3,931	4,732	-2,224
Total funds brought forward		7,443		7,443	9,667
Total funds carried forward		8,244	3,931	12,175	7,443

All amounts relate to continuing operations.

The charity has no recognised gains or losses other than the surplus for the year.

THE CENTRE FOR SEARCH RESEARCH

BALANCE SHEET

AS AT 31st AUGUST 2004

	Notes	2004 £	2004 £	2003 £	2003 £
FIXED ASSETS					
Tangible Assets	5		5,502		2,556
CURRENT ASSETS					
Cash at Bank and in hand		<u>6,873</u>		<u>5,087</u>	
CREDITORS					
Amounts falling due within one year	6	<u>200</u>		<u>200</u>	
NET CURRENT ASSETS			6,673		4,887
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>12,175</u>		<u>7,443</u>
CREDITORS					
Amounts falling due after more than one year	6		0		0
NET ASSETS			<u>12,175</u>		<u>7,443</u>
TOTAL FUNDS			<u>12,175</u>		<u>7,443</u>

The company is entitled to the exemption from audit conferred by section 249a (1) of the Companies Act 1985 for the year ended 31st August 2004.

Members have not required the company to obtain an audit in accordance with section 249b (2) of the Companies Act 1985.

The Trustees acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 221 of the Companies Act 1985.

The Trustees acknowledge their responsibilities for preparing financial statements which give a true and fair view of the company and of its results for the period then ended in accordance with the requirements of section 226 of the Companies Act 1985, and which otherwise comply with the requirements of this Act, relating to accounts, so far as applicable to this company.

The Trustees have taken advantage in the preparation of the financial statements of the special exemptions conferred by part V11 of the Companies Act 1985 relating to small companies.

Approved by the board of trustees on *24 Nov. 2004*

D Perkins



trustee

THE CENTRE FOR SEARCH RESEARCH

NOTES TO FINANCIAL STATEMENTS

PERIOD ENDED 31st AUGUST 2004

1 ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000) issued in October 2000 and also applicable accounting standards.

The following accounting policies have been used consistently in dealing with items which are considered material to the company's affairs.

(a) Incoming resources

Income from donations are included in incoming resources in the period in which the monies have been received.

(b) Commercial trading activities

Income from commercial activities is included in the period in which the Centre is entitled to receive the income

(c) Donations and grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions of use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in restricted funds when receivable.

(d) Interest receivable

Interest is included when receivable by the charity.

(e) Resources expended

Resources expended are included in the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Certain expenditure is directly attributable to specific activities and has been included in those cost categories.

THE CENTRE FOR SEARCH RESEARCH

NOTES TO FINANCIAL STATEMENTS

PERIOD ENDED 31st AUGUST 2004

(f) Fixed Assets

Tangible fixed assets are written off over their estimated useful lives on a straight line basis at the following rates:

Equipment 20% per annum

(g) Fund Accounting

Funds held by the charity are either :

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2 LEGAL STATUS OF CHARITY

The charity was established in 1997 and is registered under charity number 1064927.

3 COMMERCIAL TRADING ACTIVITIES

These constitute the organisation of training courses and conferences carried out by the Centre, the results of which can be summarised as follows :

	2004	2003
	£	£
Income	3,617	9,095
Less : Operational costs	7,204	11,134
Operating Loss	<u>(3,587)</u>	<u>(2,039)</u>

THE CENTRE FOR SEARCH RESEARCH

NOTES TO FINANCIAL STATEMENTS

PERIOD ENDED 31st AUGUST 2004

4 COSTS OF OPERATION OF COURSES

Operational costs comprised:

	2004 £	2003 £
Conference costs	0	3,495
Materials for courses	98	2,169
Travel and accommodation	4,316	2,963
Administrative and sundry costs	622	373
Accountancy	200	200
Depreciation	1,968	1,934
	<u>7,204</u>	<u>11,134</u>

5 FIXED ASSETS - TANGIBLE

The movement on these accounts during the period was as follows:

	Equipment £	Total £
Cost or valuation		
At 1st September 2003	9,672	9,672
Additions	4,914	4,914
Disposals	0	0
	<u>14,586</u>	<u>14,586</u>
At 31st August 2004		
Accumulated depreciation		
Net book amount		
At 1st September 2003	7,116	7,116
Additions	1,968	1,968
Disposals	0	0
	<u>9,084</u>	<u>9,084</u>
At 31st August 2004		
Net book amount		
At 31st August 2004	<u>5,502</u>	<u>5,502</u>
At 31st August 2003	<u>2,556</u>	<u>2,556</u>

THE CENTRE FOR SEARCH RESEARCH

NOTES TO FINANCIAL STATEMENTS

PERIOD ENDED 31st AUGUST 2004

6 CREDITORS

	Amounts due within one year		Amounts due after one year	
Creditors comprised:	2004	2003	2004	2003
	£	£	£	£
Other creditors	200	200	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
	200	200	0	0

7 POST BALANCE SHEET EVENTS

There were no post balance sheet events requiring disclosure

8 CAPITAL COMMITMENTS

	2004	2003
	£	£
Amounts contracted for but not provided in the accounts	nil	nil

9 CONTINGENT LIABILITIES

There were no contingent liabilities requiring disclosure