

Wendover Youth Centre Limited

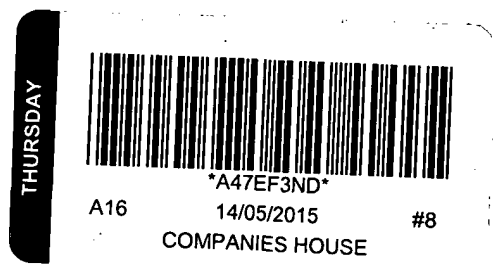
(A Company Limited by Guarantee)

Report and Financial Statements

for the year ended

31 August 2014

Registered Charity Number 1145355
Registered Company Number: 7797348 (England & Wales)



Wendover Youth Centre Limited
(A Company Limited by Guarantee)
Report of the Trustees
For the year ended 31 August 2014

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The trustees, who are also the directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statement of the charity for the period ended 31 August 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATION DETAILS

Registered Company number
7797348 (England & Wales)

Registered Charity number
1145355

Registered office
32 High Street
Wendover
Bucks
HP22 6EA

Trustees
Dr C C Riley
Mr C J Heald
Mrs M P Clayton
Mrs J A Ballantine
Mr A Playle
Mrs C Stamper

Company Secretary
Mrs M E Duly

Hon. Treasurer
Mr P R S Hammett MAAT

Independent Examiner

Mr A Noall
4 Walnut Drive
Wendover
Bucks
HP22 6RT

Bankers
Lloyds TSB
High Street
Wendover
Bucks
W8 4SH

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is constituted as a company limited by guarantee, as defined by the Companies Act 2006. The governing document is the Articles of Association.

Recruitment and appointment of new trustees

Wendover Youth Centre (the 'Youth Centre') Trustees have been selected based on their backgrounds particularly as it relates to prior experience with registered companies/charities, track record in areas relevant to the development of a community facility, or their commitment to the welfare of young people which the Youth Centre is supporting.

Organisational structure

The company is headed by a Board of Trustees (the Board), consisting currently of six people. The Youth Centre employed a full-time youth worker in partnership with St Mary's Church, Wendover, in January 2014 responsible for developing the youth work at the Centre.

A part time Manager was appointed for 12 months to lead the fund raising activities and increase the rental income of the Centre thus enabling the youth activities to be maintained and ideally expanded.

Together the Board, its youth worker, staff and volunteers are working to develop the youth work to meet the needs of the youth in the community.

Risk Management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We do this as part of our regular trustee meetings.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objectives and aims are:

(1) to advance in life and help young people through;

a) the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;

b) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

OBJECTIVES AND ACTIVITIES (cont'd)

Significant activities

In the period covered by this report, the Company's main achievement was the appointment of a Youth Leader, Becky Murgatroyd, in January 2014. Sharing this post with St Mary's Church has enabled the appointment to be full time.

Becky has settled in well and the youth work has expanded dramatically both at the Centre and in the local community, especially the local schools.

The youth work has the potential to develop further provided the Board can provide the financial resources and staff, including volunteers to meet the needs of the work.

The Board has forged a good partnership with Premier Sports who have been tenants at the Centre since August 2013. It runs out-of-school activities and holiday clubs for young people. The rental agreement with Premier Sports enables the Centre to share the profits from activities run from the Centre. This collaboration supports the Board's objectives by not only broadening the range of activities available to young people in Wendover, but also generating much needed income.

During the period, Sue Atkinson and Kate Majek, the part-time Youth Workers who had steadfastly maintained the youth clubs at the Centre resigned from their posts. The Trustees would like to put on record their gratitude to both Sue and Kate for their commitment to the young people.

ACHIEVEMENT AND PERFORMANCE

Charitable and fundraising activities

The period covered by this report, has seen considerable achievements in fulfilling the business plan with:-

- The appointment of our Youth Leader, Becky
- The subsequent development and expansion of the youth work being offered to the community of Wendover
- The development of a committed group of volunteer workers, although more are required
- The continued support from the Community
- The expansion of fund raising activities crucial to developing the youth activities

During the period, the Board continued to develop its fundraising activity including the appointment of a part time Manager to lead this vital activity. Some examples are:-

- Friends of Wendover Youth Centre - this was established in 2013 and the Centre is now enjoying the benefit of its first full year of donations
- Rental income - the Centre is an attractive venue for hiring, both for children's parties and regular health-related activities. This has provided a growing and regular source of income through the year on which we hope to build in 2015.
- Other fund raising activities have been and are being pursued

The Board is very grateful for the financial support of the community which is manifested in:-

- Parish Council grant of £5,000
- Wendover Local Area Forum (WLAF) grant of £4,128
- Lionel Abel-Smith Trust (LAST) of £6,000

These grants are absolutely vital to the future of the Centre and its activities.

FINANCIAL REVIEW

Reserves Policy

This needs to be flexible given the 'lumpy', variable nature of its income which is highly grant dependent. The Board, therefore, tries to maintain prudent reserves with the objective of always having at least 3 months income in reserve.

ACHIEVEMENT AND PERFORMANCE

Principal Funding Sources

The principal sources of funding of the Youth Centre in this financial year came from donations from local organisations, lettings of the centre and its own efforts at fund raising. Going forward, by developing the Friends' scheme that was introduced in 2013, we hope to extend our funding sources further to include individuals, families and private organisations within the community. We will also pursue other activities that will generate additional income streams.

The Centre's premises are leased from BCC which maintains an oversight role with respect to the Centre.

FUTURE DEVELOPMENTS

Having appointed a full-time Youth Worker in 2013-14, it is hoped the Youth Centre will be able to employ a part time Administration Manager to assist the Trustees in managing the Centre. A key part of this role, however, will also be to continue the process of fund raising to build reserves whilst developing the Centre's operating activities and its income base. In the longer term, these appointments will help the Trustees to offer a wider range of activities out of the youth centre that are accessible to a broader range of young people and other groups in and around Wendover. It is also hoped to support the existing youth activities by giving them additional resource to at least maintain standards, assist with support and ensure continuity of service provision.

Our vision, as the contacts with young people grows, is to expand the activities we offer to them. To fulfil this vision we need both more income and more resources, including a manager, youth workers and volunteers.

STATEMENT OF TRUSTEES RESPONSIBILITIES

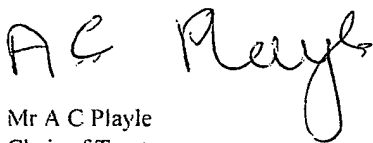
The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare accounts for each financial year. Under that law the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The accounts are required by law to give a true and fair view of the state of affairs of the company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these accounts, the directors are required to:

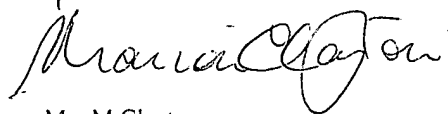
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Board of Directors and Trustees on 25/3/2015



Mr A C Playle
Chair of Trustees



Mrs M Clayton
Trustee

I have examined the financial statements of Wendover Youth Centre Limited for the year ended 31 August 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008).

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of Chartered Institute of Management Accountants (CIMA).

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiners statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiners 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006; and
- which are consistent with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.



Mr A Noall ACMA
4 Walnut Drive
Wendover
Bucks
HP22 6RT

Date: 25/3/2015

Wendover Youth Centre Limited
(A Company Limited by Guarantee)
Statement of Financial Activities
for the year ended 31 August 2014

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	Notes	Unrestricted £	Restricted £	Total £	2013 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	17,693	4,128	21,821	15,846
Activities for generating funds	3	10,721	-	10,721	11,268
Investment income	4	8	-	8	6
Total Incoming Resources		<u>28,422</u>	<u>4,128</u>	<u>32,550</u>	<u>27,120</u>
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating for Charitable Activities	5	18,372	4,128	22,500	23,361
Charitable Activities					
Youth work activities	6	16,996	-	16,996	5,274
Governance Costs	7	1,540	-	1,540	1,875
Total Resources Expended		<u>36,908</u>	<u>4,128</u>	<u>41,036</u>	<u>30,510</u>
NET INCOMING/(OUTGOING) RESOURCES		(8,486)	-	(8,486)	(3,390)
Total Funds Brought Forward		33,380	-	-	36,770
TOTAL FUNDS CARRIED FORWARD		<u>24,894</u>	<u>-</u>	<u>(8,486)</u>	<u>33,380</u>

The notes form part of these financial statements

Wendover Youth Centre Limited

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Balance Sheet

as at 31 August 2014

	Notes	2014	2013 £
Fixed assets			
Equipment	10	1,171	1,987
Current assets			
Debtors	11	4,431	2,672
Cash at bank and in hand		<u>22,317</u>	<u>32,930</u>
		26,748	35,602
Creditors: amounts falling due within one year	12	(3,025)	(4,209)
Net current assets		<u>23,723</u>	<u>31,393</u>
Total assets less current liabilities		<u>24,894</u>	<u>33,380</u>
Net assets		<u>24,894</u>	<u>33,380</u>
Represented by:			
Unrestricted funds	13	<u>24,894</u>	<u>33,380</u>

Wendover Youth Centre Limited
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Balance Sheet
as at 31 August 2014

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st August 2014.

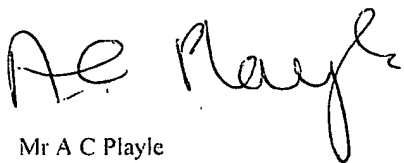
The Directors have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The Directors acknowledge their responsibilities for:

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the Board of Trustees on *25 March* 2015 and were signed on its behalf by:



Mr A C Playle
Chair of Trustees



Mrs M Clayton
Trustee

The notes form part of these financial statements

1 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donations are recognised only when received. Grants to the Charity are accounted for as soon as the Charity is notified of its legal entitlement and the amount due. Income from Charitable Events are recognised in the period that the event takes place. Investment income is recognised when received.

Resources expended

Expenditure is accounted for on accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable activities include expenditure incurred in supporting youth activities run from the Centre whilst costs associated with managing the building and for fundraising events are included in '...generating funds...'

Governance costs are those incurred in meeting the charity's constitutional and statutory requirements. They include the audit and other professional fees.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their

Plant & Machinery	25% straight-line
Office equipment	33% straight-line

Taxation

The charity is exempt from corporation tax on its charitable activities.

2 Voluntary income	2014	2013
Donations	653	546
Friends of WYC	4,040	1,300
Gift aid	1,000	-
Grants	16,128	14,000
	<u>21,821</u>	<u>15,846</u>

Wendover Youth Centre Limited
(A Company Limited by Guarantee)
Notes to the Accounts
for the year ended 31 August 2014

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3	Activities for generating funds	2014	2013
	Hall hire	7,880	6,804
	Rent	1,800	-
	Other fundraising activities	940	2,468
	Café takings	101	1,996
		<u>10,721</u>	<u>11,268</u>
4	Investment income	2014	2013
	Interest received	8	6
		<u>8</u>	<u>6</u>
5	Costs for generating funds for Charitable Activities	2014	2013
	Centre purchases	1,091	963
	Premises expenses	9,078	9,441
	Centre Manager costs	11,500	11,500
	Advertising	426	1,171
	Support costs (refer Note 8)	405	286
		<u>22,500</u>	<u>23,361</u>
6	Charitable activities cost	2014	2013
	Youth Workers' salaries	14,964	4,390
	Other costs	1,597	597
	Support costs (refer Note 8)	435	287
		<u>16,996</u>	<u>5,274</u>
7	Governance costs	2014	2013
			£
	Company/Charity set up fees	50	45
	Book-keeping	755	950
	Bank charges	200	-
	Accounts	535	880
		<u>1,540</u>	<u>1,875</u>

8 Support costs

	Charitable Activities	2014 Generating funds for Charitable Activities	Total
Stationery	30	-	30
Telephone	405	405	810
	<u>435</u>	<u>405</u>	<u>840</u>

9 Trustees' remuneration and benefits

During the year the charitable company paid nothing in Trustees' remuneration.

Trustees' expenses

Dr C Riley received £96 (2013 - £517) as reimbursement for expenses incurred.

10 Tangible Fixed Assets

	Plant & Machinery	Office equipment	Total
Cost			
At 1 September 2013	2,988	209	3,197
Additions	-	-	-
At 31 August 2014	<u>2,988</u>	<u>209</u>	<u>3,197</u>
Depreciation			
At 1 September 2013	1,141	69	1,210
Charge for the year	747	69	816
At 31 August 2014	<u>1,888</u>	<u>138</u>	<u>2,026</u>
Net book value			
At 31 August 2014	<u>1,100</u>	<u>71</u>	<u>1,171</u>

11 Debtors

	2014	2013
Prepayments and other debtors	4,431	2,672
	<u>4,431</u>	<u>2,672</u>

Wendover Youth Centre Limited
 (A Company Limited by Guarantee)
Notes to the Accounts
 for the year ended 31 August 2014

12 Creditors	2014	2013
Trade creditors	1,331	131
Other taxes and social security	-	135
Accruals and deferred income	1,594	3,917
Other creditors	100	26
	<u>3,025</u>	<u>4,209</u>

13 Unrestricted funds	2014
At 1 September 2013	33,380
Deficit in year	(8,486)
At 31 August 2014	<u>24,894</u>

14 Restricted Funds	2014
At 1 September 2013	-
Received during the period from:	
Wendover Local Area Forum	4,128
Spent during the period	(4,128)
Balance at 31 August 2014	<u>-</u>

14 Share capital
 The company is limited by guarantee to the undertaking given by each member to contribute such an amount as may be required, but not exceeding £10, to the assets of the Charity in the event of it being wound up.

15 Related party transactions
 There were none during the period in question