

**REGISTERED COMPANY NUMBER: 07797348 (England and Wales)**

**REGISTERED CHARITY NUMBER: 1145355**

Report of the Trustees and

Unaudited Financial Statements for the Year Ended 31 August 2017

for

Wendover Youth Centre Limited

Wendover Youth Centre Limited  
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for the Year Ended 31 August 2017

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Wendover Youth Centre Limited  
Report of the Trustees  
for the Year Ended 31 August 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**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**

**Significant activities**

Staff - Our Qualified Youth Worker continues to develop and expand her role in conjunction with the Youth Work Coordinator and sessional youth workers.

Schools - The Centre has developed mutually beneficial professional relationships with the schools on the campus. The Centre continues to run tailor made courses for the schools.

Premier Sports (PS) - The relationship with the Centre continues to develop with well-established before and after school activities and holiday clubs. We regard Premier Sport as delivery partners. In addition, they make a significant financial contribution to the sustainability of the Centre.

Finances - Our long-term aim is to make the Centre self-financing. To achieve this we continue to pursue the following strategy -

- Commercial partnerships similar to the one that exists with PS - PS deliver good work with young people and we share in the profits of this activity,
- Hiring the Centre to local users - this activity makes a significant contribution to the Centre's income. The Centre space is let significantly during the week with only a few spots available.
- Hosting a lunch club with the John Colet as well as providing out-reach youth services within the school for which we charge,
- We want users to become members and non-users to be friends - both of these schemes provide an invaluable local connection as well as regular, managed income (some of which can be gift-aided),
- By charging Young People to attend events, and finally
- By seeking grant funding for one-off projects (new equipment, facilities etc.) and to under-write our current costs - it is in this last category that we have relied on the Lionel Abel Smith Trust and Parish Council again this year - without their unwavering support we would not survive.

Activities - In addition to those mentioned above, during 2016/17 the Centre was involved in regular events like school assemblies and links to churches. The Centre works jointly with Aylesbury Youth Action with the WAY Board project through which it is forging links with other youth clubs in neighbouring communities. A highlight at the end of this Financial Period as part of this project was the Wendover Youth Festival in Summer 2017.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

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

- Youth work in the community continuing to expand both in the number of young people taking part in its activities and the diversity of activities offered.
- Young people are progressively taking ownership of and developing activities which meet their need under the guidance of the Youth Leader, her staff and volunteers.
- Staff and volunteers - The full-time youth worker is complemented by a qualified part-time Youth Work Co-ordinator and qualified sessional workers. The Centre benefits from a committed group of volunteers and is always seeking to expand the volunteer base.
- Community - WYC is very appreciative of the support and encouragement it receives from the community. For its part it continues to forge closer links with the schools, other voluntary activities, Wendover Parish Council and local churches as it seeks to be an integral part of the community which it serves.

**Fundraising activities**

The Trustees continue to try to expand both the base and the amount of funding it receives and it is enjoying considerable success with the Friends' Scheme, rental income from the Centre and one-off events. Nevertheless, it is still dependent on grants. The receipt of a 3-year grant from LAST and the continued support of WPC has been instrumental in a lot of our achievements. However, the completion of LAST's 3-year commitment to WYC in this financial period has created some uncertainty, and, unless we are able to maintain this level of support, the financial viability of the Centre will be jeopardised and we risk losing some of the activities currently provided.

Details of the grants received during the year can be found in the Notes to the Financial Statements on Page 12.

**FINANCIAL REVIEW**

**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. The Centre now generates approximately two-thirds of the money needed to run it. The Trustees are pleased with this progress (there was no such funding when the Centre was handed to the community) but still need to take opportunities, wherever possible, to secure grant income, for instance through the LAF and other organisations.

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

**Reserves policy**

Our policy is to have the reserves to cover 3 months' worth of outgoings.

The Board reviews this regularly. Given the "lumpy" nature of our income a degree of flexibility is required if we are to continue to operate.

## **FUTURE PLANS**

Our aim is to serve the young people of the community and surrounding area by ensuring all activities, both existing and future, are relevant to their needs. We will achieve this by engaging with the young people enabling them to become more involved in the running/design of those activities and for them to take ownership of them. This has already started and has been helped by the support provided to our full-time Youth Worker by the sessional workers since Autumn 2017. To build on this further we need to grow the funds available to the Centre which the Trustees are constantly seeking new ways to achieve.

The Centre is planning for youth work that supports the community (i.e. not just Youth Centre based activities) and envisage that they will continue to work with a mix of professional qualified youth workers and volunteers. There are lots of others who work with young people locally, and the Centre want to support/partner with them rather than duplicate services. The ideas coming forward are ambitious and exciting, but the Trustees are conscious that, although there is so much more that we could offer, we are limited by professional capacity and finance.

With this in mind the Centre intends to engage with a wide range of users and other stakeholders in the next few months to develop a vision and plans.

## **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 on the basis of -

- their backgrounds particularly as it relates to prior experience with registered companies and/or 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), of seven people. The Youth Centre employs a full-time youth worker in partnership with St Mary's Church, Wendover, a part-time qualified youth worker as a youth activities co-ordinator and sessional youth workers.

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

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

07797348 (England and Wales)

### **Registered Charity number**

1145355

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered office**

Wendover Youth Centre  
Wharf Road  
Wendover  
Buckinghamshire  
HP22 6HF

**Trustees**

Mr C J Heald	
Mrs J A Ballantine	
Dr C C Riley	- resigned 8/5/2017
Mr T Playle	
Mr D Sweeney	
Mrs M P Clayton	
T J Edwards	- appointed 10/9/2017
A C Kempton	- appointed 10/9/2017

**Company Secretary**

Mrs M E Duly

**Independent examiner**

Mrs M Sansbury FCA  
Institute of Chartered Accountants in England and Wales

**Hon. Treasurer**

Mr P R S Hammett MAAT

Approved by order of the board of trustees on 16 March 2018 and signed on its behalf by:

Mr T Playle - Trustee

Independent Examiner's Report to the Trustees of  
Wendover Youth Centre Limited

I report on the accounts for the year ended 31 August 2017 set out on pages eight to eighteen.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) 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(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 statements below.

**Independent examiner's 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 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

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.



Independent Examiner's Report to the Trustees of  
Wendover Youth Centre Limited

Mrs M Sansbury FCA  
Institute of Chartered Accountants in England and Wales

Date: .....

Wendover Youth Centre Limited  
Statement of Financial Activities  
for the Year Ended 31 August 2017

		Unrestricted fund	Restricted fund	2017 Total funds	2016 Total funds
	Notes	£	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	27,505	2,086	29,591	24,498
Other trading activities	3	26,791	-	26,791	22,849
Investment income	4	2	-	2	3
Other income		-	-	-	340
<b>Total</b>		<u>54,298</u>	<u>2,086</u>	<u>56,384</u>	<u>47,690</u>
<b>EXPENDITURE ON</b>					
Raising funds	5	5,628	1,150	6,778	11,686
<b>Charitable activities</b>	6				
Youth Activities		28,414	436	28,850	2,699
Centre running costs		10,738	-	10,738	11,641
Staff costs		60	-	60	21,147
Office costs		619	-	619	954
Other		2,022	-	2,022	2,485
<b>Total</b>		<u>47,481</u>	<u>1,586</u>	<u>49,067</u>	<u>50,612</u>
<b>NET INCOME/(EXPENDITURE)</b>		<u>6,817</u>	<u>500</u>	<u>7,317</u>	<u>(2,922)</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>11,790</u>	<u>-</u>	<u>11,790</u>	<u>14,712</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>18,607</u>	<u>500</u>	<u>19,107</u>	<u>11,790</u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

Wendover Youth Centre Limited  
Statement of Financial Position  
At 31 August 2017

		Unrestricted fund	Restricted fund	2017 Total funds	2016 Total funds
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	13	1,903	-	1,903	606
<b>CURRENT ASSETS</b>					
Debtors	14	11,669	-	11,669	6,471
Cash at bank and in hand		10,160	500	10,660	9,809
		<u>21,829</u>	<u>500</u>	<u>22,329</u>	<u>16,280</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(5,125)	-	(5,125)	(5,096)
<b>NET CURRENT ASSETS</b>					
		<u>16,704</u>	<u>500</u>	<u>17,204</u>	<u>11,184</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>18,607</u>	<u>500</u>	<u>19,107</u>	<u>11,790</u>
<b>NET ASSETS</b>					
<b>FUNDS</b>	16	<u>18,607</u>	<u>500</u>	<u>19,107</u>	<u>11,790</u>
Unrestricted funds				18,607	11,790
Restricted funds				500	-
<b>TOTAL FUNDS</b>				<u>19,107</u>	<u>11,790</u>

Wendover Youth Centre Limited  
Statement of Financial Position - continued  
At 31 August 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2017.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees 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 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
- (b) 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 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 charitable small companies.

The financial statements were approved by the Board of Trustees on 16 March 2018 and were signed on its behalf by:

A C Kempton -Trustee

Mrs M P Clayton -Trustee

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an 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.

**Tangible fixed assets**

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

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

**Taxation**

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

**Fund accounting**

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

Restricted funds 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. DONATIONS AND LEGACIES**

	2017	2016
	£	£
Friends of WYC	4,250	4,230
Donations	6,061	3,814
Gift aid	1,144	1,054
Grants	<u>18,136</u>	<u>15,400</u>
	<u>29,591</u>	<u>24,498</u>

Grants received, included in the above, are as follows:

	2017	2016
	£	£
Lionel Abel-Smith Trust	10,000	10,000
Wendover Parish Council	5,000	5,000
St Mary's Church, Wendover	86	-
Bucks County Council	1,050	-
Halton Fete	2,000	-
The Rothschild Foundation	-	400
	<u>18,136</u>	<u>15,400</u>

**3. OTHER TRADING ACTIVITIES**

	2017	2016
	£	£
Other fundraising activities	16,545	10,217
Hall hire	10,246	10,652
Rent	-	1,980
	<u>26,791</u>	<u>22,849</u>

**4. INVESTMENT INCOME**

	2017	2016
	£	£
Deposit account interest	<u>2</u>	<u>3</u>

**5. RAISING FUNDS**

**Raising donations and legacies**

	2017	2016
	£	£
Staff costs	4,900	10,400
Centre purchases	1,154	924
Support costs	724	362
	<u>6,778</u>	<u>11,686</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Direct costs (See note 7) £	Support costs (See note 8) £	Totals £
Youth Activities	26,620	2,230	28,850
Centre running costs	10,738	-	10,738
Staff costs	60	-	60
Office costs	619	-	619
	<u>38,037</u>	<u>2,230</u>	<u>40,267</u>

**7. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	2017	2016
	£	£
Staff costs	19,948	20,011
Insurance	354	334
Postage and stationery	374	212
Advertising	164	255
Youth club resources	2,171	2,406
Other costs	461	722
Premises expenses	13,449	10,876
Training	-	414
Depreciation	1,116	918
	<u>38,037</u>	<u>36,148</u>

**8. SUPPORT COSTS**

	Management £	Information technology £	Other £	Governance costs £	Totals £
Raising donations and legacies	-	287	437	-	724
Other resources expended	-	-	-	2,022	2,022
Youth Activities	<u>1,505</u>	<u>287</u>	<u>438</u>	<u>-</u>	<u>2,230</u>
	<u>1,505</u>	<u>574</u>	<u>875</u>	<u>2,022</u>	<u>4,976</u>

Support costs, included in the above, are as follows:

				2017	2016
	Raising donations and legacies £	Other resources expended £	Youth Activities £	Total activities £	Total activities £
IT & Website related costs	287	-	287	574	70
Telephone	437	-	438	875	585
Bank charges	-	-	-	-	70
Legal & Accountancy fees	-	2,022	-	2,022	2,415
Staff costs	-	-	1,505	1,505	-
	<u>724</u>	<u>2,022</u>	<u>2,230</u>	<u>4,976</u>	<u>3,140</u>

**9. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2017 £	2016 £
Depreciation - owned assets	<u>1,116</u>	<u>917</u>



**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 August 2017 nor for the year ended 31 August 2016.

**Trustees' expenses**

During the year-ended 31 August 2017, our Treasurer, Paul Hammett, was reimbursed £1,491 (2016 - £2,196) of expenses incurred on behalf of the Centre. Paul Hammett, was also paid £2,118 (2016 - £2,158) for accountancy services provided to the Centre through his Limited Company, Paul Hammett Accounting Solutions Ltd.

**11. STAFF COSTS**

The average monthly number of employees during the year was as follows:

2017	2016
-	-

Our Youth Worker is employed by St Mary's Church, Wendover in a joint arrangement so, legally, is not our employee. The Staff Costs referred to above relate to our contribution to her salary, pension and associated costs. The figures also include the Youth Work Manager and Centre Manager fees and those for the Sessional Youth Worker.

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	24,098	400	24,498
Other trading activities	22,849	-	22,849
Investment income	3	-	3
Other income	340	-	340
<b>Total</b>	<u>47,290</u>	<u>400</u>	<u>47,690</u>
<b>EXPENDITURE ON</b>			
Raising funds	11,286	400	11,686
<b>Charitable activities</b>			
Youth Activities	2,699	-	2,699
Centre running costs	11,641	-	11,641
Staff costs	21,147	-	21,147
Office costs	954	-	954
Other	2,485	-	2,485
<b>Total</b>	<u>50,212</u>	<u>400</u>	<u>50,612</u>

**12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>NET INCOME/(EXPENDITURE)</b>	(2,922)	-	(2,922)
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<u>14,712</u>	-	<u>14,712</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>11,790</u>	-	<u>11,790</u>

**13. TANGIBLE FIXED ASSETS**

	Plant and machinery £	Computer equipment £	Totals £
<b>COST</b>			
At 1 September 2016	3,147	1,164	4,311
Additions	<u>1,680</u>	<u>733</u>	<u>2,413</u>
At 31 August 2017	<u>4,827</u>	<u>1,897</u>	<u>6,724</u>
<b>DEPRECIATION</b>			
At 1 September 2016	2,916	789	3,705
Charge for year	<u>497</u>	<u>619</u>	<u>1,116</u>
At 31 August 2017	<u>3,413</u>	<u>1,408</u>	<u>4,821</u>
<b>NET BOOK VALUE</b>			
At 31 August 2017	<u>1,414</u>	<u>489</u>	<u>1,903</u>
At 31 August 2016	<u>231</u>	<u>375</u>	<u>606</u>

**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017 £	2016 £
Trade debtors	9,916	4,929
Other debtors	1,144	1,051
Prepayments	<u>609</u>	<u>491</u>
	<u>11,669</u>	<u>6,471</u>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017	2016
	£	£
Trade creditors	2,586	3,851
Other creditors	595	595
Accrued expenses	1,944	650
	<u>5,125</u>	<u>5,096</u>

**16. MOVEMENT IN FUNDS**

	At 1/9/16	Net movement in funds	At 31/8/17
	£	£	£
<b>Unrestricted funds</b>			
General fund	11,790	6,817	18,607
<b>Restricted funds</b>			
General fund - restricted	-	500	500
<b>TOTAL FUNDS</b>	<u>11,790</u>	<u>7,317</u>	<u>19,107</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	54,298	(47,481)	6,817
<b>Restricted funds</b>			
General fund - restricted	2,086	(1,586)	500
<b>TOTAL FUNDS</b>	<u>56,384</u>	<u>(49,067)</u>	<u>7,317</u>

**16. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1/9/15 £	Net movement in funds £	At 31/8/16 £
<b>Unrestricted Funds</b>			
General fund	14,712	(2,922)	11,790
<b>TOTAL FUNDS</b>	<u>14,712</u>	<u>(2,922)</u>	<u>11,790</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	47,290	(50,212)	(2,922)
<b>Restricted funds</b>			
General fund - restricted	400	(400)	-
<b>TOTAL FUNDS</b>	<u>47,690</u>	<u>(50,612)</u>	<u>(2,922)</u>

**17. RELATED PARTY DISCLOSURES**

In the year to 31 August 2017, donations without conditions made by Trustees totalled £360 (£510 - 2016).

**18. 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.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.