

**WATERBEACH AND LANDBEACH
ACTION FOR YOUTH**

(A Charitable Company Limited by Guarantee)

Report of the Trustees

1 July 2014 - 30 June 2015

Charity Number: 1095181
Company Number: 4541948

Legal and administrative information

Constitution

Waterbeach and Landbeach Action for Youth is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. It was incorporated on 23 September 2002.

Directors

The Directors of the charitable company ("the charity") are its Trustees for the purposes of charity law and throughout this report are collectively referred to as the Trustees.

The Trustees serving during the year, and since the year end unless otherwise stated, were as follows:

Shelagh Robertson - Chair
Richard Blake – Company Secretary
David Bradshaw
Radina Bradshaw
Jamie Goodland
Allan Whyte

Recruitment of new Trustees is through personal recommendation of persons who are known to be in sympathy with the aims and ethos of the Charity. Their appointment is by majority affirmation of the serving Trustees.

Company Secretary

Richard Blake

Registered Office

The Registered Office is the home address of the Company Secretary, Richard Blake:
1 Stables Yard, Waterbeach, Cambridge, CB25 9FN.

Bankers

Santander, 2 Triton Square, Regent's Place, London, NW1 3AN

Objects

The charity's objects are to help and educate young people in the civil parishes of Waterbeach and Landbeach, Cambridgeshire, through their leisure time activities by the employment of Youth Workers, so as to develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and members of society and that their conditions of life may be improved.

These objects are fulfilled through the employment of our team of Youth Workers.

Summary of Main Achievements and Public Benefit Statement

The principal achievement of the charity has been the success of its Youth Workers in positively engaging with so many of the young people in the area the charity serves. This has public benefits not only for the young people, but to the community as a whole, which is fortunate in experiencing lower levels of youth crime and anti-social behaviour than would otherwise be expected.

The principal focus of the charity's activity is the Youth Club, which continues to attract considerable numbers of young people, with a total membership of over 70, of whom up to 20 attend each session. A wide range of regular activities are offered, alongside a planned programme of special projects, including activity days at external venues such as a visit to a pantomime. This programme benefits young people by developing their self-confidence and social skills alongside practical and life skills.

Our relationship with external agencies such as local services for young people, schools and the police ensures that members facing difficulties in their personal lives are appropriately supported and guided.

Policy on reserves

Reserves should provide the charity with adequate financial stability and the means for it to meet its charitable objectives for the foreseeable future. Due to the unsecured nature of our future funding streams, the Trustees aim to maintain the charity's reserves at a level of between six and twelve month's operational expenditure. The level of reserves and appropriateness of the policy are reviewed at each trustee meeting.

Report of the Trustees

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 30 June 2015.

Chairman's Report

The year from July 2014 – June 2015 continued the theme of change; as two of our Assistant Youth Workers resigned - Julia Hatt in August, and Julie White in December. Our Lead Youth Worker, Sarah Tennant left us in early June 2015. At the end of this financial year, our Youth Club activities were covered by Jacques Ghoorahoo, Natasha Gregory-Waterhouse, Kyron Brown and Julie White returned to the fold to support us during the inevitable interregnum after the loss of our Lead Youth Worker. Our new Lead Youth Worker joined us at the end of August 2015. Julie Wentworth, our Project Administrator, also resigned and left us at the end of January. She and her successor, Caroline Ward, managed a seamless transition which meant that Caroline settled in post very quickly and efficiently.

The highlights of the Youth Club year (September – July) include a successful litter pick which involved many community organisations and a Family Fun Day organised by South Cambs District Council's Locality Team with the support of the young people involved in 2014's National Citizenship Scheme. In early summer, we were able to increase the amount of sports activities we could provide, thanks to grants from Activities for Cambridge and the October Fund. These activities contribute to our determination to convince our young members that a healthy lifestyle need not be dull and boring.

The Club continues to open on three evenings a week, and we thank all members of both our present and past staff team for their hard work and enthusiasm.

Funding and administration

We are most grateful to all the funding bodies listed in the Financial Report, and to our individual donors, especially the 'Friends of WAY', who continue to demonstrate their support for, and commitment to, WAY. We also appreciate the continuing financial support of a number of local organisations, such as Waterbeach Parish Council, Waterbeach United Charities, Landbeach Parochial Council, our local churches and a number of other community organisations.

Risk assessment

The Trustees continue to identify and review the major risks to which the charity is exposed and to take steps to manage those risks. Risks to funding are mitigated by maintaining a contingency fund, conducting regular reviews of the funding situation and by diversifying the sources of funding. Internal risks are managed by implementing review and approval procedures for financial transactions and projects, by regular meetings between our Lead Youth Worker, the Chair and Trustees, and through regular consultation with the Cambridgeshire Youth Service. These procedures are periodically reviewed to ensure that they continue to meet the needs of the Charity.



Shelagh Robertson
Chair of Trustees

2/11/15

Financial Report

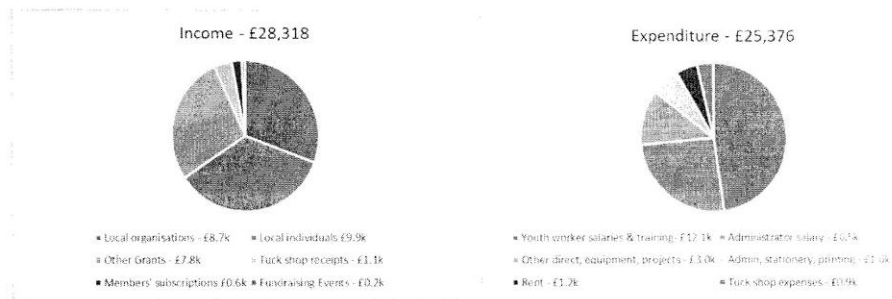
The accounts are set out on pages 5 to 12 and show that during the year we received income of £28,318, spent £25,376 thereby generating a surplus of £2,942.

The majority of our income, over 90%, was donated by local individuals, organisations and other grants. As the chart below shows, around a third of our income came from local residents who give a regular amount each month. Without this continuing support and generosity we would not be able to operate at our present level. A further 30% came from local organisations such as Waterbeach and Landbeach churches, Waterbeach Parish Council and Waterbeach United Charities.

We were fortunate to be awarded a number of grants which account for the majority of the balance of our income (around 28%). We are especially grateful to the Cambridgeshire Community Foundation who managed to secure us three separate grants from the October Fund. These comprise £2,178 to fund a bursary for one of our assistant youth workers Jacques Ghoorahoo, £1,350 to finance a sport's initiative including tennis coaching sessions over the summer and £900 to support the activities of our young volunteers. We also secured funding for music sessions through a Cambridgeshire County Council Arts Projects grant of £1,500 and received a grant of £1,316 to install sound boards from the South Cambridgeshire District Council's Community Chest Fund.

A full list of all our donors is set out in note 2 to the accounts and our thanks go to all the organisations and individuals who supported us during the year - we remain extremely grateful to them all.

Less than 10% comes from other sources such as fundraising events, members' subscriptions and tuck shop receipts. During the year our members ran a number of stalls at the Waterbeach Family Fun Day and also made festive gifts to sell at the local school Christmas Fair.



The largest part of our expenditure continues to be salary and other core costs. Of the total expenditure incurred just less than half was spent on Youth Worker costs and a further 26% on the Project Administrator's salary. The chart above shows this clearly, together with the breakdown of the other costs. To ensure the sustainability of the project it is essential that we continue to obtain funding for these core costs but this continues to be the most difficult area for which to secure finance.

We started the year with £3,351 held in restricted funds and received a further £7,794 of restricted income during the year. Of this we spent £5,998 on a number of projects leaving a balance of £5,147 to be spent in future years. See note 10 for further details.

We currently hold £26,936 in unrestricted reserves, including £9,293 in our contingency bank account. This is equivalent to a full year's worth of operational costs and will enable us to continue to provide our services in the event of a shortfall in funding.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of the Trustees

Shelagh Robertson (Chair of the Trustees)

Date:

Waterbeach Youth Admins Year

Independent examiner's report to the trustees of Waterbeach and Landbeach Action for Youth

I report on the accounts of the company for the year ended 30 June 2015, which are set out on pages 5 to 12.

Respective responsibilities of trustees and examiner

The Trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

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 43 of the 1993 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of 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 statement 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 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and 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.



Teresa Reynolds FMAAT ATT
TJR Accounts Ltd
16 Mill Road
Waterbeach
Cambridge
CB25 9RQ

Statement of Financial Activities
(including Income and Expenditure account)

	Note	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
		£	£	£	£
Incoming Resources					
Incoming resources from generated funds:					
Voluntary income	2	18,547	7,794	26,341	20,400
Activities for generating funds	3	217	-	217	167
Investment income		42	-	42	36
Other operating income	4	1,718	-	1,718	1,309
Total incoming resources		<u>20,524</u>	<u>7,794</u>	<u>28,318</u>	<u>21,912</u>
Resources expended					
Costs of generating voluntary income					
Charitable activities	5	10,645	5,444	16,089	17,751
Support costs	6	7,564	554	8,118	8,509
Governance costs	6	1,169	-	1,169	813
Total resources expended		<u>19,378</u>	<u>5,998</u>	<u>25,376</u>	<u>27,073</u>
Net incoming / (outgoing) resources for the year		<u>1,146</u>	<u>1,796</u>	<u>2,942</u>	<u>(5,161)</u>
Net movement of funds		<u>1,146</u>	<u>1,796</u>	<u>2,942</u>	<u>(5,161)</u>
Total funds brought forward		25,790	3,351	29,141	34,302
Total funds carried forward		<u>26,936</u>	<u>5,147</u>	<u>32,083</u>	<u>29,141</u>

Balance Sheet as at 30 June, 2015

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Fixed assets	7	599	-	599
Current assets				
Debtors	8	1,189	-	1,189
Cash at bank and in hand		25,670	5,212	30,882
Creditors: amounts falling due within one year	9	(522)	(65)	(587)
Net current assets		<u>26,337</u>	<u>5,147</u>	<u>31,484</u>
Total assets less current liabilities		<u>26,936</u>	<u>5,147</u>	<u>32,083</u>
Represented by:				
Unrestricted funds		26,936	-	26,936
Restricted funds	10	-	5,147	5,147
Total funds		<u>26,936</u>	<u>5,147</u>	<u>32,083</u>

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 ("the Act") and with the Financial Reporting Standards for smaller entities (effective April 2008)

For the financial year ended 30 June 2015 the company was entitled to exemption from audit under section 477 of the Act and no notice has been deposited under section 476 of the Act.

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the Company.

Signed on behalf of the Board of Directors

S.L. Robertson

Shelagh Robertson
Chair of the Trustees

2/11/15

2015

Notes to the Accounts for the year ended 30 June, 2015

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 2005) issued in February 2005, applicable accounting standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are as follows:

Incoming resources

Donations and grants

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

Interest receivable

Interest is included when receivable by the Charity.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost.

Tangible fixed assets are depreciated on a straight-line basis over their estimated useful lives as follows

	Annual Rate
Computers	25%
Other equipment	20%

2 Incoming resources from donors

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Donations from individuals	8,269	-	8,269	5,264
October Fund (CCF)	-	4,428	4,428	500
Waterbeach United Charities	3,000	-	3,000	5,000
Waterbeach Parish Council	3,000	-	3,000	2,500
St John's Cup Trust	2,370	-	2,370	800
Cambs County Council – Arts Projects	-	1,500	1,500	-
Gift aid receivable	1,383	-	1,383	941
SCDC – Community Chest	-	1,316	1,316	-
Individuals through local giving	225	-	225	507
High Sheriff (CCF)	-	200	200	-
Amey Cespa	-	200	200	-
Waterbeach Salvation Army	150	-	150	-
Activities for Cambridge	-	150	150	-
Landbeach Parochial Council	100	-	100	100
Little Stars Day Nursery	50	-	50	-
Children's Links - CCC Small Grants	-	-	-	2,000
Kynaston Lodge	-	-	-	1,550
Waterbeach Baptist Church	-	-	-	600
SCDC – Small bursaries for Youth	-	-	-	300
Waterbeach Community Association	-	-	-	150
Waterbeach Gardening Club	-	-	-	100
Art of Clean	-	-	-	88
	<u>18,547</u>	<u>7,794</u>	<u>26,341</u>	<u>20,400</u>

3 Activities for generating funds

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Family Fun Day	150	-	150	-
Christmas Fair	51	-	51	-
Easyfundraising	16	-	16	55
Jumble Sale	-	-	-	112
	<u>217</u>	<u>-</u>	<u>217</u>	<u>167</u>

4 Other Operating Income

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Tuck Shop Receipts	1,101	-	1,101	786
Members' Subscriptions	617	-	617	523
	<u>1,718</u>	<u>-</u>	<u>1,718</u>	<u>1,309</u>

5 Outgoing resources in furtherance of the Charitable Activities

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Employment of Youth Workers	8,377	3,459	11,836	12,074
Non-capitalised equipment	-	1,115	1,115	769
Tuck shop expenses	911	-	911	671
Project and event costs	169	563	732	188
Depreciation (Note 7)	599	-	599	1,148
Staff training & supervision	180	140	320	704
Cooking ingredients	125	108	233	325
TV Licence	146	-	146	146
Travel and subsistence	62	59	121	375
Other direct costs	57	-	57	124
Telephone	10	-	10	214
Craft items	9	-	9	199
Lead Youth Worker pension	-	-	-	67
Loss on sale of fixed assets	-	-	-	747
	<u>10,645</u>	<u>5,444</u>	<u>16,089</u>	<u>17,751</u>

6 Support and Governance Costs

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Support costs:				
Employment of Project Administrator	5,611	239	5,850	5,850
Rent	936	279	1,215	1,300
Insurance/Affiliation	620	-	620	560
Office expenses	217	36	253	525
Home working allowance	180	-	180	180
Sundry items	-	-	-	51
DBS checks	-	-	-	43
	<u>7,564</u>	<u>554</u>	<u>8,118</u>	<u>8,509</u>
Governance costs:				
Employment of Project Administrator	650	-	650	650
Professional fees	356	-	356	-
Independent examination	150	-	150	150
Compliance fees	13	-	13	13
	<u>1,169</u>	<u>-</u>	<u>1,169</u>	<u>813</u>

The support costs all relate to the charitable activity of helping to educate young people in the civil parishes of Waterbeach and Landbeach by the employment of Youth Workers.

7 Tangible Fixed Assets

	Equipment £
Cost	
At 1 July 2014	2,996
Additions	-
Disposals	-
At 30 June 2015	<u>2,996</u>
Depreciation	
At 1 July 2014	1,798
Charge for the year	599
At 30 June 2015	<u>2,397</u>
Net Book Value	
At 30 June 2014	<u>1,198</u>
At 30 June 2015	<u>599</u>

8 Debtors

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Gift Aid Receivable	1,189	-	1,189	1,005
Other Debtors	-	-	-	30
	<u>1,189</u>	<u>-</u>	<u>1,189</u>	<u>1,035</u>

9 Creditors

	Unrestricted	Restricted	Year ended 30/6/2015	Year ended 30/6/2014
	£	£	£	£
Accruals	485	65	550	660
Other tax and social security	37	-	37	-
Other creditors	-	-	-	43
	<u>522</u>	<u>65</u>	<u>587</u>	<u>703</u>

10 Restricted Funds

The following note shows details of the movements in the individual restricted funds of the charity

	Balance b/fwd	Incoming resources	Outgoing resources	Balance c/fwd
	£	£	£	£
Cambridge Community Foundation	1,646	-	(107)	1,539
Children's Links – CCC Small Grants	1,510	-	(1,510)	-
SCDC – Small Bursaries for Youth	140	-	(140)	-
SCDC – Community Chest – Cooking	55	-	(55)	-
October Fund (CCF) – Bursary	-	2,178	(971)	1,207
Cambs CC – Arts Projects	-	1,500	(638)	862
October Fund (CCF) – Sports	-	1,350	(627)	723
SCDC – Community Chest - Soundboards	-	1,316	(500)	816
October Fund (CCF) - Volunteering	-	900	(900)	-
High Sheriff's Fund (CCF)	-	200	(200)	-
Amey Cespa	-	200	(200)	-
Activities for Cambridge	-	150	(150)	-
	<u>3,351</u>	<u>7,794</u>	<u>(5,998)</u>	<u>5,147</u>

The purpose of each restricted fund is as follows:-

Cambridge Community Foundation	For the purchase of equipment.
Children's Links – CCC Small Grants	Towards the cost of Monday and Wednesday sessions
SCDC – Small bursaries for Youth Groups	To fund the supervision of lead youth worker
SCDC – Community Chest – Cooking	For the cost of cooking ingredients.
October Fund (CCF) - Bursary	Bursary for assistant youth worker apprenticeship
Cambs CC – Arts Projects	To fund music sessions
October Fund (CCF) – Sports	To fund tennis coaching and other sports
SCDC – Community Chest - Soundboards	To purchase sound boards for the Tillage Hall
October Fund (CCF) - Volunteering	To fund youth worker time supervising young volunteers
High Sheriff's Fund (CCF)	To fund a litter pick
Amey Cespa	To fund a litter pick
Activities for Cambridge	To fund tennis coaching sessions

11 Staff Costs

	Year ended 30/6/2015	Year ended 30/6/2014
	£	£
Gross salaries	18,299	18,053
Employer's National Insurance	37	301
Pension costs	-	67
	<u>18,336</u>	<u>18,421</u>

12 Trustee Remuneration and benefits

No Trustee remuneration or benefits were paid during the year ended 30 June, 2015.

13 Related Parties

During the year several of the Trustees made donations to the charity. There were no other related party transactions.