

**WATERBEACH AND LANDBEACH
ACTION FOR YOUTH**

(A Charitable Company Limited by Guarantee)

Report of the Trustees

1 July 2016 - 30 June 2017

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
David Bradshaw
Radina Bradshaw
Jamie Goodland
Norman Satchell (appointed October 2016)
Ben Cons (appointed October 2016)

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

Caroline Ward appointed October 2016

Registered Office

Caroline Ward, Varsity Farm, Chittering, Cambridge CB25 9PW as from October 2016.

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 a Youth Worker or 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 continuing 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 that 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 50, of whom up to 25 attend each session. A wide range of regular activities are offered, alongside a planned programme of special projects, including activity days at external venues. 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 the local authority services for young people and schools 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 2017.

Chairman's Report

The year from July 2016 – June 2017 resulted in yet more change of staffing; stability has been achieved by extending the work done by Caroline Ward to include managing the youth club which she has done diligently and thoughtfully since December 2016. She is supported by our Youth Workers – Jacques Ghoorahoo, James Lane, Kudzai Hwengwere and Megan Headley and Catherine Jones. Our activities this year included tennis coaching, music and sport. In terms of supporting the wider community, our young members have joined in several litter picks around Waterbeach.

Caroline Ward continues to ensure that we remain financially viable, as you will see from the long list of grants we have received from a variety of sources.

The Club continues to open on three evenings a week, and we thank all members of our 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 continue to benefit from the financial support of a number of local organisations, such as the Parish Councils of Waterbeach and Landbeach, the local churches, Waterbeach United Charities 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 where appropriate 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 Caroline Ward, 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

Financial Report

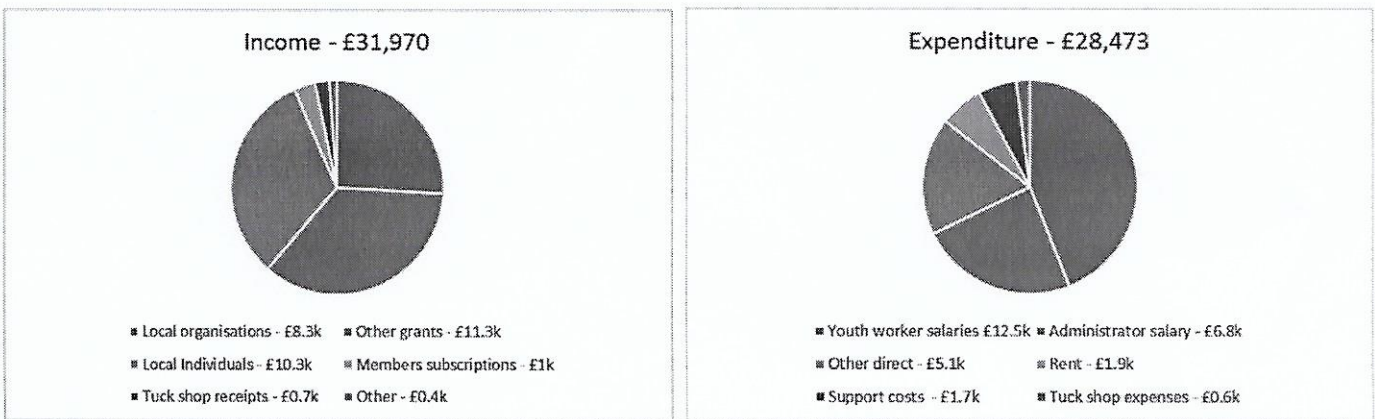
The accounts are set out on pages 5 to 12 and show that during the year we received income of £31,970, spent £28,473 thereby generating a surplus of £3,497.

The majority of our income, over 90%, was donated by local individuals, organisations and other grants. As the chart below shows, almost 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 quarter came from local organisations such as the churches, parish councils 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 35%). We are again very grateful to the Cambridgeshire Community Foundation (CCF) for continuing to support our work. This year, CCF financed WAY to the tune of £9,500 for two projects for which we are very grateful.

A full list of all our donors is set out in note 2 and 3 to the accounts and our thanks go to all the organisations and individuals who supported us during the year – without their support we would not be able to continue our activities.

Around 7% came from members' subscriptions and tuck shop receipts and contributions to events and trips.



The largest part of our expenditure continues to be salary costs. Of the total expenditure incurred 44% was spent on Youth Worker costs and a further 24% 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 £3,300 held in restricted funds and received a further £11,310 of restricted grant income during the year. Of this we spent £12,462 on a number of projects leaving a balance of £2,148 to be spent in future years. See note 11 for further details.

We currently hold £34,403 in unrestricted reserves, including £9,366 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)

S. Robertson

Date 27/11/17

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 2017, 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 144(2) of the Charities Act 2011 (the 2011 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 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 30/6/2017	Year ended 30/6/2016
		£	£	£	£
Income					
Income from:					
Donations and legacies	2	19,589	-	19,589	18,708
Charitable activities	3	338	11,310	11,648	10,292
Other trading activities	4	701	-	701	1,629
Investment income		32	-	32	42
Total Income		<u>20,660</u>	<u>11,310</u>	<u>31,970</u>	<u>30,671</u>
Expenditure					
Expenditure on:					
Raising Funds	5	4,432	13	4,445	4,267
Charitable activities	6	5,789	12,406	18,195	19,984
Support and governance	7	5,790	43	5,833	5,449
Total Expenditure		<u>16,011</u>	<u>12,462</u>	<u>28,473</u>	<u>29,700</u>
Net incoming / (outgoing) resources for the year		4,649	(1,152)	3,497	971
Net movement of funds		<u>4,649</u>	<u>(1,152)</u>	<u>3,497</u>	<u>971</u>
Total funds brought forward		29,754	3,300	33,054	32,083
Total funds carried forward		<u><u>34,403</u></u>	<u><u>2,148</u></u>	<u><u>36,551</u></u>	<u><u>33,054</u></u>

Balance Sheet as at 30 June, 2017

		Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
		£	£	£	£
Fixed assets	8	-	-	-	-
Current assets					
Debtors	9	1,117	-	1,117	208
Cash at bank and in hand		34,477	2,148	36,625	34,257
Creditors: amounts falling due within one year	10	(1,191)	-	(1,191)	(1,411)
Net current assets		<u>34,403</u>	<u>2,148</u>	<u>36,551</u>	<u>33,054</u>
Total assets less current liabilities		<u>34,403</u>	<u>2,148</u>	<u>36,551</u>	<u>33,054</u>
Represented by:					
Unrestricted funds		34,403	-	34,403	29,754
Restricted funds	11	-	2,148	2,148	3,300
Total funds		<u>34,403</u>	<u>2,148</u>	<u>36,551</u>	<u>33,054</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed on behalf of the Board of Directors

S. h. Robertson

Shelagh Robertson
Chair of the Trustees

Notes to the Accounts for the year ended 30 June, 2017

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 preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

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 Donations and legacies

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Donations from individuals	8,534	-	8,534	6,589
Waterbeach Parish Council	4,000	-	4,000	5,000
Waterbeach United Charities	4,000	-	4,000	4,000
Gift aid receivable	1,349	-	1,349	1,186
Members' Subscriptions	1,026	-	1,026	933
St John's Cup Trust	580	-	580	900
Landbeach Parochial Council	100	-	100	100
	<u>19,589</u>	<u>-</u>	<u>19,589</u>	<u>18,708</u>

3 Charitable activities

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Grants received:				
October Fund – Raising Aspirations (CCF)	-	5,000	5,000	-
Dulverton Trust/October Fund – Buddy Scheme (CCF)	-	4,500	4,500	-
Cambs County Council Community Reach Fund – Training	-	1,000	1,000	-
Cambs County Council Community Reach Fund – Outdoor activities	-	585	585	-
Sport England – Sportivate Fund	-	225	225	-
Youth Social Action	-	-	-	4,511
October Fund (CCF)	-	-	-	3,978
Dulverton Trust (CCF)	-	-	-	1,223
Other:				
Members' contributions to events and trips	338	-	338	-
Contribution to training course	-	-	-	580
	<u>338</u>	<u>11,310</u>	<u>11,648</u>	<u>10,292</u>

4 Other trading activities

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Tuck shop receipts	701	-	701	870
Waterbeach Dog Show	-	-	-	755
Face Painting	-	-	-	4
	<u>701</u>	<u>-</u>	<u>701</u>	<u>1,629</u>

5 Raising Funds

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Project administrator (fundraising)	4,394	-	4,394	4,267
Stationery, printing and postage	38	13	51	-
	<u>4,432</u>	<u>13</u>	<u>4,445</u>	<u>4,267</u>

6 Charitable Activities

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Employment of Youth Workers	3,636	8,897	12,533	15,892
Non-capitalised equipment	-	1,654	1,654	923
Staff training & recruitment	735	529	1,264	550
Project and event costs	144	616	760	495
Tuck shop expenses	583	-	583	702
Music tutor	-	540	540	390
Cooking ingredients	219	103	322	102
Travel and subsistence	125	39	164	149
TV Licence	145	-	145	145
Craft items	88	8	96	37
Mobile phone	65	20	85	-
Other direct costs	49	-	49	-
Depreciation (Note 7)	-	-	-	599
	<u>5,789</u>	<u>12,406</u>	<u>18,195</u>	<u>19,984</u>

7 Support and Governance

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Project administrator (support and governance)	2,366	-	2,366	2,297
Rent	1,835	30	1,865	1,600
Insurance/Affiliation	562	-	562	535
Professional fees	500	-	500	400
Home working allowance	180	-	180	180
Independent examination	150	-	150	150
DBS checks	128	-	128	54
Office expenses	56	13	69	220
Compliance fees	13	-	13	13
	<u>5,790</u>	<u>43</u>	<u>5,833</u>	<u>5,449</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.

8 Tangible Fixed Assets

	Equipment £
Cost	
At 1 July 2016	2,996
Additions	-
Disposals	-
At 30 June 2017	<u>2,996</u>
Depreciation	
At 1 July 2016	2,996
Charge for the year	-
At 30 June 2017	<u>2,996</u>
Net Book Value	
At 30 June 2016	<u>-</u>
At 30 June 2017	<u>-</u>

9 Debtors

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	£
Gift Aid Receivable	1,117	-	1,117	208
	<u>1,117</u>	<u>-</u>	<u>1,117</u>	<u>208</u>

10 Creditors

	Unrestricted	Restricted	Year ended 30/6/2017	Year ended 30/6/2016
	£	£	£	
Accruals	1,100	-	1,100	790
Other tax and social security	82	-	82	-
Other creditors	9	-	9	621
	<u>1,191</u>	<u>-</u>	<u>1,191</u>	<u>1,411</u>

11 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
	£	£	£	£
Equipment fund (CCF)	1,539	-	(686)	853
October Fund (CCF) – Music Project	1,170	-	(1,170)	-
South Cambs District Council Community Chest - Soundboards	591	-	-	591
October Fund (CCF) – Raising Aspirations	-	5,000	(5,000)	-
Dulverton and October Fund (CCF) – Buddy Scheme	-	4,500	(4,500)	-
Cambridgeshire County Council Community Reach Fund – Training	-	1,000	(521)	479
Cambridgeshire County Council Community Reach Fund – Outdoor activities	-	585	(585)	-
Sportivate – Sport England	-	225	-	225
	<u>3,300</u>	<u>11,310</u>	<u>12,462</u>	<u>2,148</u>

The purpose of each restricted fund is as follows:

(note CCF – represents the Cambridgeshire Community Foundation)

CCF- Equipment fund	For the purchase of equipment.
October Fund (CCF) – Music Project	To resume regular music sessions to help improve the mental health of young people.
SCDC – Community Chest - Soundboards	To purchase and fit sound boards for the Tillage Hall
CCF - October Fund – Raising Aspirations	To continue the Aspirational Lives Training programme to help young people gain skills and be active members of the community.
CCF – Dulverton and October Fund	To fund a buddy scheme for children and young people to help them transition from primary to secondary school.
Cambridgeshire County Council Community Reach Fund – Training	To provide a package of training opportunities for existing and potential youth workers.
Cambridgeshire County Council Community Reach Fund – Outdoor activities	To extend the amount of outdoor physical activity by providing a sports coach and sufficient lighting to enable activity to continue in the winter months.
Sportivate – Sport England	To provide tennis coaching sessions.

12 Staff Costs

	Year ended 30/6/2017	Year ended 30/6/2016
	£	£
Gross salaries	19,292	22,300
Employer's National Insurance	-	194
Pension costs	-	-
	<u>19,292</u>	<u>22,494</u>
Average number of employees	<u>5</u>	<u>5</u>

12 Trustee Remuneration and benefits

No Trustee remuneration or benefits were paid during the year ended 30 June, 2017.

13 Related Parties

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