

**WATERBEACH AND LANDBEACH
ACTION FOR YOUTH**

(A Charitable Company Limited by Guarantee)

Report of the Trustees

1 July 2017 - 30 June 2018

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
Norman Satchell (appointed October 2016)
Ben Cons (appointed October 2016)
Rachel Evans (appointed March 2017)
Jamie Goodland resigned November 2017

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 2018.

Chairman's Report

The year from July 2017 – June 2018 saw a period of staffing stability with Caroline Ward continuing to work with our Youth Workers alongside her role as Project Manager – she attends the club on at least one evening a week. Caroline continues to ensure that our funding base is healthy and that appropriate activities are available and affordable at the club. Our four Youth Workers – Jacques Ghoorahoo, James Lane, Kudzai Hwengwere and Megan Clowes – work well together and provide a good mix of talents and preferences of activities. However, we were very sorry to lose Jacques who left us for personal reasons in June 2017. Jacques was our longest standing member, having joined the Youth Club when he was 12!

Creative cookery continues to be popular and interesting thanks to the variety of food provided by our local Tesco. Football is still top of the activities list (weather permitting). On a different note, our young people have enjoyed pamper nights when skin care and make-up donated by Lush and Boots is available and all of our members go home looking splendid! Art activities appeal too with Pebble Art and spray painting being well-attended. A group of students from Cambridge provided a touch of science in the form of STEM. Music-making is always in demand with or without an expert. In terms of working in the community, we can still muster groups to do Litter Picks in the village.

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

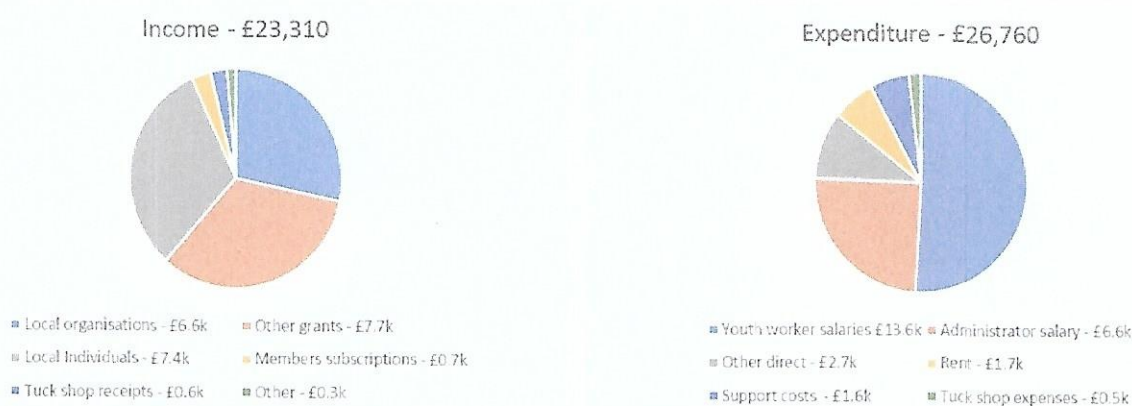
The accounts are set out on pages 5 to 11 and show that during the year we received income of £23,310, spent £26,760 thereby incurring a deficit of £3,450.

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 and parish councils.

We were fortunate to be awarded a number of grants which account for the majority of the balance of our income (around 33%). We are again very grateful to the Cambridgeshire Community Foundation (CCF) for continuing to support our work. This year, CCF financed WAY through the High Sherrif to the tune of £4,896 Community Art Projects. We also received a further £1,000 from Groundworks Causes for carriers to continue this art work and a grant of £1,605 from the National Lottery Awards for All scheme to fund cooking activities.

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 6% 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 50% was spent on Youth Worker costs and a further 25% 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 £2,148 held in restricted funds and received a further £7,726 of restricted grant income during the year. Of this we spent £8,524 on a number of projects leaving a balance of £1,350 to be spent in future years. See note 13 for further details.

We currently hold £31,751 in unrestricted reserves, including £9,393 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: 10-12-2018

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 2018, which are set out on pages 5 to 11.

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 30/6/2018	Year ended 30/6/2017
		£	£	£	£
Income					
Income from:					
Donations and legacies	2	14,753	-	14,753	19,589
Charitable activities	3	230	7,726	7,956	11,648
Other trading activities	4	574	-	574	701
Investment income		27	-	27	32
Total Income		<u>15,584</u>	<u>7,726</u>	<u>23,310</u>	<u>31,970</u>
Expenditure					
Expenditure on:					
Raising Funds	5	4,342	6	4,348	4,445
Charitable activities	6	8,996	7,782	16,778	18,195
Support and governance	7	4,898	736	5,634	5,833
Total Expenditure		<u>18,236</u>	<u>8,524</u>	<u>26,760</u>	<u>28,473</u>
Net incoming / (outgoing) resources for the year		(2,652)	(798)	(3,450)	3,497
Net movement of funds		(2,652)	(798)	(3,450)	3,497
Total funds brought forward		34,403	2,148	36,551	33,054
Total funds carried forward		<u>31,751</u>	<u>1,350</u>	<u>33,101</u>	<u>36,551</u>

Balance Sheet as at 30 June, 2018

		Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
		£	£	£	£
Current assets					
Debtors	8	1,993	-	1,993	1,117
Cash at bank and in hand		30,991	1,350	32,341	36,625
Creditors: amounts falling due within one year	9	(1,233)	-	(1,233)	(1,191)
Net current assets		31,751	1,350	33,101	36,551
Total assets less current liabilities		31,751	1,350	33,101	36,551
Represented by:					
Unrestricted funds		31,751	-	31,751	34,403
Restricted funds	13	-	1,350	1,350	2,148
Total funds		31,751	1,350	33,101	36,551

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

Shelagh Robertson
Chair of the Trustees

Notes to the Accounts for the year ended 30 June, 2018

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 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Donations from individuals	6,534	-	6,534	8,534
Waterbeach Parish Council	4,000	-	4,000	4,000
St John's Cup Trust	1,850	-	1,850	580
Gift aid receivable	876	-	876	1,349
Members' Subscriptions	693	-	693	1,026
Kynaston Lodge	450	-	450	-
Waterbeach Colts	200	-	200	-
Landbeach Parochial Council	100	-	100	100
Fundraising for EACH	50	-	50	-
Waterbeach United Charities	-	-	-	4,000
	<u>14,753</u>	<u>-</u>	<u>14,753</u>	<u>19,589</u>

3 Charitable activities

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Grants received:				
High Sheriff 1 (CCF) – Community Art	-	4,146	4,146	-
Lottery Awards 4 All – Cooking Skills	-	1,605	1,605	-
Groundwork Causes for Carriers - Art	-	1,000	1,000	-
High Sheriff 2 (CCF) – Community Art	-	750	750	-
Sport England – Sportivate Fund	-	225	225	225
October Fund (CCF) Raising Aspirations	-	-	-	5,000
Dulverton Trust/October Fund (CCF)	-	-	-	4,500
Buddy Scheme	-	-	-	1,000
Cambs County Council Community Reach Fund – Training	-	-	-	585
Cambs County Council Community Reach Fund – Outdoor activities	-	-	-	
Other:				
Members' contributions to events and trips	230	-	230	338
	<u>230</u>	<u>7,726</u>	<u>7,956</u>	<u>11,648</u>

4 Other trading activities

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Tuck shop receipts	574	-	574	701
	<u>574</u>	<u>-</u>	<u>574</u>	<u>701</u>

5 Raising Funds

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Project administrator - fundraising (including pension)	4,310	-	4,310	4,394
Stationery, printing and postage	32	6	38	51
	<u>4,342</u>	<u>6</u>	<u>4,348</u>	<u>4,445</u>

6 Charitable Activities

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Employment of Youth Workers (including pension)	8,058	5,549	13,607	12,533
Non-capitalised equipment and materials	71	860	931	1,750
Project and event costs	8	882	890	1,300
Tuck shop expenses	499	-	499	583
Cooking ingredients	36	349	385	322
Other direct costs	164	-	164	194
Travel and subsistence	18	134	152	164
Groceries and refreshments	82	8	90	-
Donations	50	-	50	-
Mobile phone	10	-	10	85
Staff training & recruitment	-	-	-	1,264
	<u>8,996</u>	<u>7,782</u>	<u>16,778</u>	<u>18,195</u>

7 Support and Governance

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Project administrator - support and governance (including pension)	1,587	734	2,321	2,366
Rent	1,740	-	1,740	1,865
Professional and compliance fees	813	-	813	663
Insurance	556	-	556	562
Home working allowance	180	-	180	180
Office expenses	22	2	24	69
DBS checks	-	-	-	128
	<u>4,898</u>	<u>736</u>	<u>5,634</u>	<u>5,833</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 Debtors

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Gift Aid Receivable	1,993	-	1,993	1,117
	<u>1,993</u>	<u>-</u>	<u>1,993</u>	<u>1,117</u>

9 Creditors

	Unrestricted	Restricted	Year ended 30/6/2018	Year ended 30/6/2017
	£	£	£	£
Accruals	1,175	-	1,175	1,100
Other creditors	58	-	58	9
Other tax and social security	-	-	-	82
	<u>1,233</u>	<u>-</u>	<u>1,233</u>	<u>1,191</u>

10 Staff Costs

	Year ended 30/6/2018	Year ended 30/6/2017
	£	£
Gross salaries	20,180	19,292
Pension costs	149	-
Employer's National Insurance	-	-
	<u>20,329</u>	<u>19,292</u>
Average number of employees	<u>5</u>	<u>5</u>

11 Trustee Remuneration and benefits

No Trustee remuneration or benefits were paid during the year ended 30 June, 2018.

12 Related Parties

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

13 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
	£	£	£	£
High Sheriff's Award 1 (CCF)	-	4,146	(4,146)	-
National Lottery Awards for All	-	1,605	(1,605)	-
Groundwork Causes for Carriers	-	1,000	(1,000)	-
High Sheriff's Award 2 (CCF)	-	750	(750)	-
Sportivate – Sport England	225	225	(450)	-
Equipment fund (CCF)	853	-	(94)	759
South Cambs District Council Community Chest	591	-	-	591
Cambridgeshire County Council Community Reach Fund	479	-	(479)	-
	<u>2,148</u>	<u>7,726</u>	<u>(8,524)</u>	<u>1,350</u>

The purpose of each restricted fund is as follows:

(note CCF – represents the Cambridgeshire Community Foundation)

High Sheriff's Award 1 (CCF)	Community Art Projects
National Lottery Awards 4 All	Cooking activities.
Groundwork Causes for Carriers	Community Art Projects
High Sheriff's Award 2 (CCF)	Community Art Projects
Sportivate – Sport England	To provide tennis coaching sessions.
Equipment fund (CCF)	For the purchase of equipment.
South Cambs District Council Community Chest	To purchase and fit sound boards for the Tillage Hall
Cambridgeshire County Council Community Reach Fund	To provide a package of training opportunities for existing and potential youth workers.