

**WALTHAM ABBEY YOUTH 2000**  
**ANNUAL REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 28 FEBRUARY 2014**

**Company Registration Number - 3325776**

**Charity Commission Registration Number - 1071248**

**WALTHAM ABBEY YOUTH 2000**

**ANNUAL REPORT AND UNAUDITED ACCOUNTS**

**FINANCIAL STATEMENTS for the year ended 28 February 2014**

| CONTENTS                                       | PAGE    |
|------------------------------------------------|---------|
| Legal and administrative information           | 2       |
| Report of the trustees                         | 3 - 8   |
| Report of the Independent Examiner             | 9       |
| Statement of Financial Activities              | 10      |
| Balance Sheet                                  | 11      |
| Notes forming part of the financial statements | 12 - 16 |

## **WALTHAM ABBEY YOUTH 2000**

### **Legal and administrative information**

#### **Directors**

The Directors of the company who served during the year were as follows:

|                  |                       |
|------------------|-----------------------|
| Elaine Fletcher  | Chairman              |
| Daniel Gallagher |                       |
| Helen Kane       |                       |
| Kevin Raby       | Resigned 24 June 2013 |
| Pat Brooks       |                       |

Each Director is also a member of the company. The Directors have delegated the day-to-day running of the Charity to a Management Committee comprising themselves and the other members who between them represent the wider community of Waltham Abbey and the various statutory authorities. The Management Committee is as listed below.

#### **Management Committee:**

|                    |                                                                                       |
|--------------------|---------------------------------------------------------------------------------------|
| Pat Brooks         | Local resident                                                                        |
| Laura Coley        | Club Leader - w.e.f. 30 May 2013                                                      |
| Lucy Eales         | EFDC Community Development Worker                                                     |
| Elaine Fletcher    | Chairman                                                                              |
| Daniel Gallagher   | Waltham Abbey businessman                                                             |
| Cllr Helen Kane    | Waltham Abbey Town Council & Epping Forest District Council                           |
| Cllr Anne Mitchell | Waltham Abbey Town Council & Epping Forest District Council<br>w.e.f. 30 January 2014 |
| Kevin Raby         | Resigned 24 June 2013                                                                 |
| Barbara Watson     | Waltham Abbey School Governor                                                         |
| Gerry Smith        | Essex Girls and Boys Clubs (Co-opted)                                                 |

**Principal & Registered Office:** 154 Brooker Road  
Waltham Abbey  
Essex  
EN9 1JH

**Telephone:** 01992 763953

**Independent Examiner:** Simon Nicholas Ross (FCA)  
Chartered Accountant  
54 Sun Street  
Waltham Abbey  
Essex  
EN9 1EJ

## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

The Trustees, who are also Directors of the charity for the purposes of the Companies Act, present the seventeenth annual report and the audited financial statements for the year ended 28 February 2014. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005 in preparing the annual report and financial statements of the charity.

The names of the Directors in office during the year are given on page 2. Elaine Fletcher remains Chairman. Kevin Raby, having moved away from the area, resigned as a director on 26 June 2013 after 9 years. His contribution to the work of the charity and his help with the property maintenance has been greatly appreciated. The registered office of the company, and its operating base, is 154 Brooker Road, Waltham Abbey, Essex.

It continues to be recognised by the Trustees that there is a need to attract new and younger people to the organisation to ensure the continued success of the charity going forward.

### **Structure, Governance and Management**

#### Governing Document

The Charity is established as a company limited by guarantee and not having a share capital. The affairs of the Charity are governed by its Memorandum and Articles of Association. The liability of the members in the event of the Charity's being wound up is limited to a sum not exceeding £5, being a maximum of £1 for each of the members.

#### Recruitment, Training and Appointment of Directors

The Directors of the Company are also Charity Trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the directors are elected for a period of three years, after which they must be re-elected at the next Annual General Meeting.

The Directors have sought to ensure that appropriate skills and experience are represented amongst them. The Directors attend relevant courses and training events for charities and voluntary organisations, including training on making grant applications, the benefits of partnership working, and national lottery award schemes as appropriate.

#### Management Committee

The day-to-day running of the Company's affairs has been delegated to a Management Committee. The Directors are all members of the Management Committee, and the other members represent the statutory authorities which work in partnership with Waltham Abbey Youth 2000, local business and local residents representing the wider community of Waltham Abbey. With the re-launch of New Images, it was felt appropriate to invite Laura Coley who is the club leader of New Images and Yip Yop Youth to join the Management Committee which she did on 30 May 2013. The Management Committee were also pleased to welcome Cllr Anne Mitchell, Mayor of Waltham Abbey Town Council and councillor at Epping Forest District Council who joined the Management Committee on 30 January 2014.

The Committee evolves as changes take place within the statutory authorities and other circumstances that have a direct impact on the work of the organisation.

### **Objectives and Activities**

The Company's objectives are as follows:-

- (i) To acquire, purchase and maintain the leasehold property known as and situated at 154 Brooker Road, Waltham Abbey, Essex;
- (ii) To develop a safe and healthy environment for the people of Waltham Abbey by establishing appropriate provision for the young people in order to:
  - (a) Create awareness of the facilities available to enable them to make gainful use of their leisure time;
  - (b) Encourage them to understand their duty and responsibilities both to themselves and others within the community; and
  - (c) To educate them to think for themselves and lead them towards taking responsibility for their own actions.

## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

(iii) To achieve awareness of the whole community involving amongst others:- the young, the old, parents, the churches, voluntary organisations, statutory authorities, business and commerce.

The main objectives and activities for the year were to maintain and where possible increase the provision of youth services at 154 Brooker Road, including extra school holiday activities, to maintain and improve the youth centre.

#### Risk management

The trustees recognise that any major risks to which the charity is exposed need to be reviewed and systems put in place to mitigate those risks. To that end, Waltham Abbey Youth 2000 is continually monitoring and managing its risk and ensuring action plans are in place to mitigate key risks.

Included in external risks is that of the loss of funding. The effects of this have been minimised by the procedures in place, which have resulted in funding being secured from a variety of sources. The charity continues to seek to diversify its funding sources. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspect of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

The trustees review the major risks faced by the charity on a regular basis and intend to maintain sufficient resources to cover the charity in the event of adverse financial conditions.

#### Achievements and Performance

The main areas of charitable activity are the provision, maintenance and improvement of the youth centre at 154 Brooker Road, Waltham Abbey, the running of youth activities at the centre, through Yip Yop Youth for younger children aged 7 to 11 and New Images for young people from School Years 7, 8 & 9 together with the provision of school holiday activities, a healthy eating programme through WAY 2 COOK aimed at 11 to 16 year olds and the provision of a confidential counselling service for the young people of Waltham Abbey. In addition, the charity makes the premises available to other organisations whose aims and objectives complement those of the Charity.

The aim of developing a new website, [www.way2000.org.uk](http://www.way2000.org.uk) is still being pursued. The Charity continues to seek the interest and input of the young people to help to design it and an appropriately experienced person has been identified to lead the project.

During the year a Facebook page was set up together with Twitter to promote the activities of the Charity to the community. These have attracted an encouraging following.

#### New Images Youth Centre

This year, Pat Brooks, Elaine Fletcher and volunteer Siân Griffiths redecorated the ground floor kitchen. A new solid ceiling was installed into the 1<sup>st</sup> floor kitchen to improve hygiene and electrical work was carried out so that a new cooker could be installed to cater for the new cookery club.

With the assistance of a grant from Waltham Abbey Town Council, bright new tables and chairs were purchased for the upstairs room so that the old heavy desks and chairs which were falling into disrepair could be replaced. The new tables are much lighter and easier to move increasing the options for the use of the room. There is still much work to be done in the room such as a new ceiling and floor covering which will be done when funding can be attracted for this.

On 5 November a fire inspection was carried out and the procedures and facilities were deemed to be satisfactory.

#### New Images Youth Club

As reported last year a grant from the Lottery Awards For All programme was agreed enabling the re-launch of New Images. Research indicated that the age range of 13 to 19 year olds formerly set by Essex County Council when they provided youth workers was too wide and put many young people off from attending the club. It was decided to set the new club up for School Years 7, 8 & 9 rather than by age so as not to deter some young people from attending because they had friends who were not of the right age. The club was re-launched with an open evening on 30 May 2013 which included recording a promotional video as part of an exercise being carried out by Loughton Youth Project and a film project entitled "Lord of the Bagel" run by Lucy Chipperfield from Essex Boys and Girls Club which included making

## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

Plasticine models in the style of the Wallace and Gromit characters. This was extremely popular and it is hoped to follow this up in the future.

In view of the timing of the re-launch, a decision was taken to keep the club open during the summer holidays so that the interest was maintained. This has resulted in all the clubs being kept open during school holidays to appraise demand.

Activities include Pool, Table Tennis, Table football and Internet access. There is a wide variety of equipment and electronic games available including Wii, Xbox 360 and PS2. In addition they have access to the T.V. Room specially created for the group in 2012 together with a DVD Player and a CD player with iPod docking. There is also a wide range of art & craft facilities. Laura Coley who runs Yip Yop Youth took charge of the new club and is assisted by Jill Boshier.

The Trustees have been very pleased with the way numbers of members have expanded and it is evident that additional staff will be needed very soon in view of the growth of the club.

#### **Yip Yop Youth Club**

This club was launched in the autumn of 2008 and quickly became very popular resulting in the Thursday club being extended to Mondays as well. Laura Coley, assisted by Jill Boshier and Nikki Sullivan do an excellent job keeping the interest of the children. The trustees are also grateful to volunteers, Natasha Miller and Ryan Reardon for their continued support at the clubs. The Trustees were pleased to recognise their support by presenting them with Certificates of Appreciation at the Annual General Meeting in September.

With the change of the age group for New Images it was decided to revise the age range for Yip Yop Youth. Parents were regularly enquiring if younger siblings could join. It was previously determined at 9 to 12 years old so that there was natural progression to the old New Images Club which catered for 13 to 19 year olds. With the new age range for New Images starting with school year 7, by making the upper limit of 11 years old at Yip Yop Youth, club members were given a choice during the period of moving up to the secondary school of staying on at Yip Yop Youth or moving up to New Images. As a result the age range for Yip Yop Youth was agreed at 7 to 11 which also meets requests for younger siblings to join. This has proved to be very positive.

Activities continue to include a wide variety of Arts & Crafts, outdoor activities and use of the leisure facilities at the youth centre. Much to their excitement a trip was organised to The Megacentre in Rayleigh for the club members where they enjoyed a hot afternoon in August at the Laser Arena. Grateful thanks must go to Phil Smith and his fellow trustees at the centre for making the afternoon such fun and for providing snacks and drinks afterwards, all at a subsidised cost.

Numerous other activities were held during the year including the annual Halloween party which proved another highlight for the club members.

Counsellor, Angie Pearson continues to run group sessions with the club members covering various topics relating to behaviour based on the Respect Policy.

We continue to aim to make this club fun whilst encouraging values and responsibilities to the children and wherever possible introducing them to something new.

#### **WAY 2 COOK**

WAY 2 COOK aimed at 11 to 16 year olds was launched on 11 June 2013 with the help of funding from Awards For All Lottery funding following the negative obesity statistic issued by Essex County Council relating to young people in Waltham Abbey.

In the year before, Epping Forest District Council had run a cookery session as part of their summer programme focusing on healthy eating. This session was over-subscribed 3 times which indicated a demand.

## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

Before the launch considerable time was spent in purchasing equipment. The aim was to attract 8 members which was felt to be the maximum that could be accommodated in the two small kitchens at Brooker Road. 8 pieces of every item of equipment had to be purchased. Unfortunately few places stocked those levels and numerous journeys had to be made to acquire the numbers needed. Pat Lee was engaged to run the club and was assisted by Una Rolfe. Elaine Fletcher assisted them on a voluntary basis as it is necessary to have 3 adults present for safety reason with the 2 kitchens being situated on different floors of the building. The club proved to be very popular from Day 1. Healthy options of recipes were introduced to the young people covering a huge range of dishes including low fat burgers, European and Asian dishes. These were balanced with a range of cakes and desserts but ingredients are carefully considered. Reindeer and snowmen cupcakes at Christmas proved very popular. The original plan was that dishes cooked could be taken home and shared with the family but very quickly the budding chefs decided to eat them before leaving the club. When family members have had the chance to taste the dishes, they have asked for recipes. As a result it is not only the young people who are benefiting from the club but whole families as well. Local Restaurateur, Ade Adeshina, supported the club by sending his trainee chefs to demonstrate techniques to the club members.

Unfortunately, Una had to withdraw in December but Laura Coley agreed to step in and help out. The club members decided to say thank you to Una by cooking her and her husband, Brian a 3 course meal which they did in an hour and then sat down with them to enjoy their efforts. The Trustees wish to thank Pat, Una and Laura for their work in making WAY 2 COOK such a resounding success.

#### Confidential Counselling

Angie Pearson has been carrying out the counsellor duties for the Charity for over 13 years and in that time she has helped hundreds of young people overcome many issues affecting their young lives. The majority of her work has been carried out at King Harold Academy. Despite working to reduced hours she has had 20 new referrals during the year. Cases have become more complex and more time has had to be spent with each individual. The number of times a young person meets with the Angie depends on their progress and their needs. The best interest of the young person or child remains the driving principle behind the service and every effort will be made to uphold this value so that there is increased self-esteem amongst many more young people which gives them greater ambition and the confidence to achieve more.

The success of the facility resulted in the grant from the NHS West Essex Transformation Fund in October 2012 being extended for a further 6 months at the end of 2013. A further grant was approved from The High Sheriffs' Award through Essex Community Foundation in February 2014 and presented at the Awards Ceremony in March 2014, just after the year end. The Trustees and Angie were delighted that her work was acknowledged with the presentation of The Essex County Fire and Rescue Service Shield at the ceremony. Angie's work helps so many young people who are experiencing a wide variety of issues handle those issues, take on a more positive view point, increase their self-esteem and confidence and turn their lives around giving them more ambition. Without this service, those young people would inevitably spiral downwards leading them into criminal activities, drugs and unemployment or more serious mental health issues. Working with family members has continued and has reaped huge benefits to whole families as well as the individual young person. It is recognised that much more could be done in this area to make a huge impact in the community and the Trustees continue to seek funding to try to expand the service not just back to what it was but also to develop new ideas to reach more young people and families who greatly appreciate being able to discuss issues with someone who is independent, non-judgemental and above all flexible to their requirements taking as much time as is needed to help them.

This facility is highly valued and Angie is highly respected in the community where there is no comparable service.

#### Premises Hire:

In 2012, the Trustees decided to hire the Brooker Road premises to other groups in the area whose aims and objectives are to help children and young people. This provides a small amount of income and makes greater use of the building during the day time. All users of the building are required to hold their own Public Liability Insurance. The trustees also check that they have appropriate systems in place for DBS checks.

#### All Ways Educating (AWE)

AWE which is run by Debbie Towns has continued to use the building for the courses arranged for children and young people who are educated at home for a variety of reasons such as health issues, disability or because of bullying at

## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

school. They run science courses for their young people who are working towards IGCSE. This provides a useful source of income towards overhead costs. It is hoped that the range of courses will be developed in the coming months.

#### **Crafty Patch**

Crafty Patch is run by Sandy Phillips who also runs a variety of other activities for children. Crafty Patch is run through the school holidays and is aimed at 4 to 12 year olds. The club is very popular with the children who engage in a variety of arts and crafts.

#### **Red Squirrels**

The Red Squirrels Explorer Scouts started to use the building from September 2013. Most of their activities are outdoors but from time to time they need the use of premises for their activities and the Trustees have been pleased to offer the use of the building on Friday evenings.

#### **LCS Choices Ltd**

LCS Choices run among other things, an alternative education programme for various local authorities in the area. The trustees were delighted when they asked if they could use the building on a daily basis during term time from April 2013. This proved to be a very useful income stream but unfortunately following a change in their programme they had to withdraw at the end of February.

In total the hire of the building raised £11160 during the year.

#### **Fundraising**

A quiz night was held on 1 March and raised £406. Tesco very generously donated the cost of the ingredients for the supper. The trustees wish to thank Ken and Maureen Stanger and their colleagues for arranging the quiz and running the event on the evening.

The 4th annual Fun Run was held in September at The Gunpowder Park, Waltham Abbey courtesy of Lee Valley Regional Parks Authority. Once again the refreshments were sponsored by Dan Gallagher who provided and cooked the BBQ and Tesco who provided bottles of water and other soft drinks. Maureen Stanger organised a group of volunteers who marshalled the route so that no-one got lost! The run was officially started by The Mayor of Waltham Abbey, Cllr Anne Mitchell. £400 was raised from the event before the Gift Aid claim from HMRC.

Tesco, Waltham Abbey, also donated goods for a Christmas Hamper which was raffled and raised £575 in 2 weeks. Tesco have also assisted with the donation of cleaning materials. We are very grateful to Michele Moore, Community Champion at Tesco for her support to the Charity.

The trustees wish to extend their appreciation to all who have supported the charity with its fundraising efforts throughout the year.

#### **Financial Review**

The financial position in 2013 – 2014 was satisfactory but continued to be tight because of the ongoing economic situation which still makes grant applications a challenging process. Nevertheless the Trustees were able to continue to maintain the youth centre and expand the services to young people. Overheads are kept under close scrutiny to ensure that costs are kept to a minimum. The Trustees will continue to do everything possible to attract funds and will look to alternative ways of doing this either through more fund raising activities or developing enquiries to hire the building in order to maintain and extend the services for the benefit of the young people of Waltham Abbey.

During the year the following financial assistance was received:

£9879 was received from Awards For All the Lottery small grants programme. This was to re-launch the revised New Images Club and to launch WAY 2 COOK covering the first year's costs of equipment and session fees.

£4529 was received from Epping Forest District Council being the first payment under the renewed 3 year Service Level Agreement. The funding in effect covers the annual ground rent and rates for the year and is a very welcome



## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

support. £100 was also awarded towards equipment by Epping Forest District Youth Council and was used for equipment for all 3 clubs.

£7560 was received via Essex Community Foundation to cover the running costs of Yip Yop Youth from grants they administer and was made up with £2000 from Essex County Council Millennium Fund, £2655 from the Jerome Booth Charitable Fund and £2905 from Essex County Fire and Rescue Service Charitable Fund.

£1000 was received from the High Sheriffs' Award (also via Essex Community Foundation) in March 2013. Confirmation was received just before the year end that a further award of £1000 would be made in March 2014. These grants are awarded towards the costs of the Counselling Service.

£2160 was awarded by NHS West Essex Transformation Fund in October 2013 towards the cost of counselling but not received until March 2014

£500 was received from Waltham Abbey Town Council towards new tables and chairs.

Glenny LLP very generously made a donation of £250 to the Charity in lieu of sending Christmas Cards to clients.

Broadband costs for the year were covered by a donation of £300 made by Sam Kane Limited t/a Integrations at the end of February 2013.

Parents of the club members must also be thanked for the contribution they make to the Charity by way of subscriptions. In the financial year these amounted to £2506, considerably higher than in the previous year not only as a result of the new clubs but also the increased membership of Yip Yop Youth.

In addition to cash funding, funding in kind cannot be undervalued as it saves the Charity huge sums of money and includes donations of cleaning materials by Tesco and computer maintenance together with a donation of more modern computers than those in place by Sam Kane Ltd t/a Integrations. 3 parents from the AWE group asked if they could take the old computers and made donations to the Charity for these. Integrations also sponsored the Broadband for the year.

The Waltham Abbey Festival Week Group wound up during the year and had some surplus funding which they donated so that local groups could get Pop Up Banners. Waltham Abbey Youth 2000 was able to take advantage of this kind gesture.

The Trustees volunteer their professional expertise in a number of areas. Dan Gallagher is always at hand to carry out general repairs to the property. Pat Brooks has continued to help with fund raising and decorating the premises and any other tasks that arise. Helen Kane has been a tremendous help in helping with the IT issues encountered and her representation of the Charity at Town and District Council is also helpful. The administrative and financial work is carried out by Elaine Fletcher

The trustees also appreciate the guidance in matters such as Safeguarding Policy Reviews which is given by Gerry Smith from Essex Boys and Girls Club to which WAY 2000 is affiliated.

#### Reserves Policy

Whilst the Trustees continue to believe that the charity should aim to have sufficient funds in hand for one year's expenditure this continues to be difficult in the current economic climate. This is in addition to restricted funds held for use on specific projects. Consequently applications for funding are a constant task. In order to control outgoings, the trustees ensure that expenditure on administration, premises and utility costs is as economic as possible.

#### Appreciation

The Trustees record their thanks to the other members of the Management Committee and their contribution towards the running of the Charity whether it is in an advisory capacity or in a practical way.

The close working relationship with and support of Epping Forest District Council's Community Development Department is of huge value and their help has over the years has contributed to ensuring that Waltham Abbey Youth 2000 continues to carry out and develop its work.

## **WALTHAM ABBEY YOUTH 2000**

### **Report of the Trustees for the year ended 28 February 2014**

In addition, the Trustees are extremely appreciative of the contribution made by Laura Coley and her team including Jill Boshier, Nicki Sullivan and volunteers, Natasha Miller and Ryan Reardon for their efforts to attract members to Yip Yop Youth Club and provide a varied, imaginative and fun programme for the children. Laura and Jill have worked very hard to launch and make New Images a success and Laura's help with WAY 2 COOK has been a great help.

Pat Lee has developed WAY 2 COOK making it the success it is. She continually finds new and exciting recipes for the young people to try out and has received very positive feedback from parents.

The Trustees cannot over emphasis the huge contribution Angie Pearson makes and her excellent work with the young people. Her work is recognised in the wider community beyond King Harold Academy and WAY 2000.

The charity is dependent on the goodwill of its committee members and volunteers in everything it does. It is grateful for the help it receives from local people, businesses and organisations, and is confident that support will continue in the future.

#### Public Benefit

As outlined above, within the Charity's achievements and performance, the Trustees have given due consideration as to how activities have been undertaken to meet the Charity's aims for public benefit. The Trustees have followed guidance as set out by the Charity Commission.

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

Approved by the Directors on ..... and signed on its behalf by:

.....  
Mrs P C Brooks  
On behalf of the Board of Directors

## **WALTHAM ABBEY YOUTH 2000**

### **Independent Examiner's Report to the Trustees of**

I report on the accounts of the company for the year ended 28 February 2014 which are set out on pages 10 to 16.

#### **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 an 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 Act; and
- state whether particular matters have come to my attention.

#### **Basis of independent examiner's 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 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.

Simon Nicholas Ross FCA  
Chartered Accountant  
54 Sun Street  
Waltham Abbey  
Essex  
EN9 1EJ

Date:

# WALTHAM ABBEY YOUTH 2000

## Statement of Financial Activities (including Income & Expenditure Account) for the year ended 28 February 2014

|                                                           | Note | General<br>Funds<br>(£) | 2014<br>Restricted<br>Funds<br>(£) | Total<br>Funds<br>(£) | 2013<br>Total<br>Funds<br>(£) |
|-----------------------------------------------------------|------|-------------------------|------------------------------------|-----------------------|-------------------------------|
| <b>Incoming Resources</b>                                 |      |                         |                                    |                       |                               |
| <b>Incoming resources<br/>from generated funds:</b>       |      |                         |                                    |                       |                               |
| <i>Voluntary income:</i>                                  |      |                         |                                    |                       |                               |
| Donations and grants                                      | 2    | 6,405                   | 20,699                             | 27,104                | 26,884                        |
| <i>Activities for generating funds:</i>                   |      |                         |                                    |                       |                               |
| Fund raising events                                       |      | 14,548                  | -                                  | 14,548                | 4,112                         |
| Investment income                                         |      | 1                       | -                                  | 1                     | 2                             |
|                                                           |      | <hr/>                   | <hr/>                              | <hr/>                 | <hr/>                         |
| <b>Total incoming resources</b>                           |      | <b>20,954</b>           | <b>20,699</b>                      | <b>41,653</b>         | <b>30,998</b>                 |
|                                                           |      | <hr/>                   | <hr/>                              | <hr/>                 | <hr/>                         |
| <b>Resources Expended</b>                                 |      |                         |                                    |                       |                               |
| <b>Costs of generating funds</b>                          |      | 24                      | -                                  | 24                    | 52                            |
| <b>Charitable activities</b>                              | 3    | 16,148                  | 21,792                             | 37,940                | 33,334                        |
| <b>Governance costs</b>                                   | 3    | 1,504                   | 886                                | 2,390                 | 1,838                         |
|                                                           |      | <hr/>                   | <hr/>                              | <hr/>                 | <hr/>                         |
| <b>Total resources expended</b>                           |      | <b>17,676</b>           | <b>22,678</b>                      | <b>40,354</b>         | <b>35,224</b>                 |
|                                                           |      | <hr/>                   | <hr/>                              | <hr/>                 | <hr/>                         |
| <b>Net incoming/(outgoing)<br/>resources for the year</b> |      | <b>3,278</b>            | <b>(1,979)</b>                     | <b>1,299</b>          | <b>(4,226)</b>                |
| <b>Reconciliation of funds</b>                            |      |                         |                                    |                       |                               |
| Total funds brought forward                               |      | 7,645                   | 160,569                            | 168,214               | 172,440                       |
| Transfer                                                  |      |                         |                                    |                       | -                             |
|                                                           |      | <hr/>                   | <hr/>                              | <hr/>                 | <hr/>                         |
| <b>Total funds carried forward</b>                        | 10   | <b>10,923</b>           | <b>158,590</b>                     | <b>169,513</b>        | <b>168,214</b>                |
|                                                           |      | <hr/>                   | <hr/>                              | <hr/>                 | <hr/>                         |

The notes on pages 12 to 16 form an integral part of these accounts.

**WALTHAM ABBEY YOUTH 2000****Balance Sheet as at 28 February 2014**

|                                              | Note | 2014    | 2013    |
|----------------------------------------------|------|---------|---------|
|                                              |      | (£)     | (£)     |
| <b>FIXED ASSETS</b>                          |      |         |         |
| Tangible Assets                              | 7    | 160,137 | 164,404 |
| <b>CURRENT ASSETS</b>                        |      |         |         |
| Cash at bank and in hand                     |      | 10,759  | 5,800   |
| Debtors                                      | 8    | 3,096   | 998     |
|                                              |      | <hr/>   | <hr/>   |
|                                              |      | 13,855  | 6,798   |
| <b>CREDITORS</b>                             |      |         |         |
| Amounts falling due within one year          | 9    | 4,479   | 2,988   |
|                                              |      | <hr/>   | <hr/>   |
| <b>NET CURRENT ASSETS</b>                    |      | 9,376   | 3,810   |
|                                              |      | <hr/>   | <hr/>   |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |      | 169,513 | 168,214 |
|                                              |      | <hr/>   | <hr/>   |
| <b>FUNDS</b>                                 |      |         |         |
| General Funds                                | 10   | 10,923  | 7,645   |
| Restricted Funds                             | 10   | 158,590 | 160,569 |
|                                              |      | <hr/>   | <hr/>   |
|                                              |      | 169,513 | 168,214 |
|                                              |      | <hr/>   | <hr/>   |

The directors are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The directors acknowledge their responsibilities for:

- i) ensuring that the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- ii) for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the directors on ..... and signed on their behalf by:

.....  
Mrs P C Brooks  
Director

The notes on pages 12 to 16 form an integral part of these accounts.

**1. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**1.1 Basis of accounting**

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice (SORP): Accounting and Reporting by Charities.

**1.2 Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**1.3 Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**1.4 Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Notes forming part of the Financial Statements for the year ended 28 February 2014

1.5 **Fixed assets**

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those costing below £250 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows:

|                       |   |                                    |
|-----------------------|---|------------------------------------|
| Leasehold premises    | - | Over remaining period of the lease |
| Computer equipment    | - | 20% on cost per annum              |
| Fixtures and fittings | - | 20% on cost per annum              |

1.6 **Operating leases**

Rentals applicable to operating leases are charged to the Statement of Financial Activities over the period they are incurred.

1.7 **Deferred taxation**

Provision is made in full for all taxation deferred in respect of timing differences that have originated but not reversed by the balance sheet date. Deferred tax assets are recognised to the extent that it is more likely than not that they will be recovered.

1.8 **Irrecoverable VAT**

Value Added Tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

2. **Donations and grants**

|                                |         | <b>2014</b> |        | <b>2013</b> |
|--------------------------------|---------|-------------|--------|-------------|
|                                | General | Restricted  | Total  | Total       |
|                                | Funds   | Funds       | Funds  | Funds       |
|                                | (£)     | (£)         | (£)    | (£)         |
| Essex Community Foundation     | -       | 7,560       | 7,560  | 5,000       |
| Waltham Abbey Town Council     | -       | -           | -      | 325         |
| Epping Forest District Council | 4,529   | 100         | 4,629  | 4,529       |
| King Harold School             | -       | -           | -      | 5,000       |
| West Essex Primary Trust       | -       | 2,160       | 2,160  | 4,320       |
| High Sheriff Award             | -       | 1,000       | 1,000  | 600         |
| Grange Farm Centre Trust       | -       | -           | -      | 3,240       |
| Awards for All                 | -       | 9,879       | 9,879  | -           |
| Donations received             | 1,876   | -           | 1,876  | 3,870       |
|                                | <hr/>   | <hr/>       | <hr/>  | <hr/>       |
|                                | 6,405   | 20,699      | 27,104 | 26,884      |
|                                | <hr/>   | <hr/>       | <hr/>  | <hr/>       |

**WALTHAM ABBEY YOUTH 2000****WALTHAM ABBEY YOUTH 2000****Notes to the Accounts for the year ended 28 February 2014****3. Total resources expended**

|                                               | Basis of Allocation | Youth Support (£) | 2014 Governance Funds (£) | Total Funds (£) | 2013 Total Funds (£) |
|-----------------------------------------------|---------------------|-------------------|---------------------------|-----------------|----------------------|
| <b>Costs directly allocated to activities</b> |                     |                   |                           |                 |                      |
| Counselling costs and After School Club costs | Direct              | 16,439            | -                         | 16,439          | 16788                |
| Amortisation                                  | Usage               | 4,364             | 485                       | 4,849           | 4742                 |
| <b>Support costs allocated to activities</b>  |                     |                   |                           |                 |                      |
| General and water rates                       | Usage               | 1,110             | 123                       | 1,233           | 1,204                |
| Light, Heat, Telephone                        | Usage               | 2,914             | 324                       | 3,238           | 2,330                |
| Insurance                                     | Direct/Usage        | 1,648             | 183                       | 1,831           | 1,840                |
| Rent                                          | Usage               | 3,634             | 404                       | 4,038           | 3,200                |
| Sundry expenses                               | Usage               | 615               | 68                        | 683             | 221                  |
| Accountancy                                   | Direct              | 540               | 60                        | 600             | 630                  |
| Professional fees                             | Usage               | 22                | 3                         | 25              | 288                  |
| Repairs and maintenance                       | Usage               | 6,523             | 725                       | 7,248           | 3,929                |
| Depreciation                                  |                     | 131               | 15                        | 146             |                      |
|                                               |                     | <u>37,940</u>     | <u>2,390</u>              | <u>40,330</u>   | <u>35,172</u>        |

Note: £4,735 of amortisation expenses, £146 of depreciation expenses, £3,981 of overheads and £13,816 of counselling and after school club costs have been allocated to restricted funds.

**4. Net Incoming Resources for the year**

|              | 2014 (£)          | 2013 (£)          |
|--------------|-------------------|-------------------|
| Depreciation | 4,995             | 4,742             |
| Accountancy  | 600               | 630               |
|              | <u>          </u> | <u>          </u> |

**5. Directors' Emoluments**

No company director received any emoluments or reimbursed expenditure from the charity during the year. All administrative and general maintenance work undertaken on behalf of the charity is performed on a voluntary basis. The company had one employee during the year (2013: NIL).

**6. Taxation**

As a charity, Waltham Abbey Youth 2000 is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.



**WALTHAM ABBEY YOUTH 2000****WALTHAM ABBEY YOUTH 2000****Notes to the Accounts for the year ended 28 February 2014****7. Tangible fixed assets**

|                                       | Leasehold<br>Properties<br>(£) | Fixtures<br>& Fittings<br>(£) | Computer<br>Equipment<br>(£) | Total<br>(£) |
|---------------------------------------|--------------------------------|-------------------------------|------------------------------|--------------|
| Cost or valuation                     |                                |                               |                              |              |
| At 1 March 2013                       | 216,178                        | 13,797                        | 6,000                        | 235,975      |
| Additions                             | -                              | 728                           | -                            | 728          |
|                                       | <hr/>                          | <hr/>                         | <hr/>                        | <hr/>        |
| At 28 February 2014                   | 216,178                        | 14,525                        | 6,000                        | 236,703      |
|                                       | <hr/> <hr/>                    | <hr/> <hr/>                   | <hr/> <hr/>                  | <hr/> <hr/>  |
| Depreciation                          |                                |                               |                              |              |
| At 1 March 2013                       | 51,776                         | 13,796                        | 5,999                        | 71,571       |
| Charge for the year                   | 4,849                          | 146                           | -                            | 4,995        |
|                                       | <hr/>                          | <hr/>                         | <hr/>                        | <hr/>        |
| At 28 February 2014                   | 56,625                         | 13,942                        | 5,999                        | 76,566       |
|                                       | <hr/> <hr/>                    | <hr/> <hr/>                   | <hr/> <hr/>                  | <hr/> <hr/>  |
| Net book value at<br>28 February 2014 | 159,553                        | 583                           | 1                            | 160,137      |
|                                       | <hr/>                          | <hr/>                         | <hr/>                        | <hr/>        |
| Net book value at<br>28 February 2013 | 164,402                        | 1                             | 1                            | 164,404      |
|                                       | <hr/> <hr/>                    | <hr/> <hr/>                   | <hr/> <hr/>                  | <hr/> <hr/>  |

**8. Debtors**

|                      | 2014<br>(£) | 2013<br>(£) |
|----------------------|-------------|-------------|
| Accrued Grant Income | 2,160       | -           |
| Prepayments          | 936         | 998         |
|                      | <hr/>       | <hr/>       |

**9. Creditors: amounts falling due within one year**

|                  | 2014<br>(£) | 2013<br>(£) |
|------------------|-------------|-------------|
| Creditors        | 1,868       | 1,730       |
| Accrued expenses | 2,611       | 1,258       |
|                  | <hr/>       | <hr/>       |
|                  | 4,479       | 2,988       |
|                  | <hr/> <hr/> | <hr/> <hr/> |

## WALTHAM ABBEY YOUTH 2000

## WALTHAM ABBEY YOUTH 2000

### Notes to the Accounts for the year ended 28 February 2014

#### 10. Funds

|                                 | General<br>Funds<br>(£) | Restricted<br>Funds<br>(£) | Total<br>Funds<br>(£) |
|---------------------------------|-------------------------|----------------------------|-----------------------|
| At 1 March 2013                 | 7,645                   | 160,569                    | 168,214               |
| Incoming resources for the year | 20,954                  | 20,699                     | 41,653                |
| Outgoing resources for the year | 17,676                  | 22,678                     | 40,354                |
| Transfer                        |                         |                            |                       |
|                                 | -----                   | -----                      | -----                 |
| At 28 February 2014             | 10,923                  | 158,590                    | 169,513               |
|                                 | =====                   | =====                      | =====                 |
| Represented by:                 | (£)                     | (£)                        | (£)                   |
| Tangible fixed assets           | 3,721                   | 156,416                    | 160,137               |
| Net current assets              | 7,202                   | 2,174                      | 9,376                 |
|                                 | -----                   | -----                      | -----                 |
|                                 | 10,923                  | 158,590                    | 169,513               |
|                                 | =====                   | =====                      | =====                 |

The restricted funds total of £158,590 as at 28 February 2014 is represented as follows:

- £128,016 - the unamortised cost of the Brooker Road premises as at 28 February 2014 from funds originally provided by the National Lotteries Community Fund.
- £27,818 - the unamortised cost of replacing the central heating system, refurbishment of toilets and other capital works at the Brooker Road premises undertaken during the years to 28 February 2011 and 28 February 2012 from monies provided by the Essex County Council Community Initiatives Fund.
- £582 – the undepreciated cost of kitchen equipment for the WAY 2 COOK scheme.
- £2,174 – The unspent funding from Awards for All that is restricted for the future costs of the WAY 2 COOK scheme.

#### 11. Operating lease commitments

The annual ground rent cost was increased in the year to £3,560 (2013: £3,200). The increase of annual ground rent was subject to lengthy negotiations with the landlord. When the increase was agreed there was a balance to pay to bring the amount up to date from when the rent review commenced in 2011, totalling £688. The lease commitment to the company expires after five years from the balance sheet date.

#### 12. Related Party Transactions

During the year, the company incurred repair costs of £1,956 (2013: £360). The supplier for this work was Trojan Construction Limited, a company in which Mr D Gallagher, company director, holds a material share interest. At the year-end there is a balance owing to Trojan Construction Limited of £300 (2013: £1,130). The balance of £1,130 outstanding as at 28 February 2013 has been written off by Trojan Construction Limited and has been treated as donated services in the accounts.