



Registered Charity 1113791, Liss Youth Centre Ltd

LISS YOUTH CENTRE LTD (operating as CROSSOVER)

**Company No: 5660960 Charity No: 1113791 Accounting Period
January - December 2021**

1. The Company was incorporated on the 22nd December 2005 as a Private Company Limited by Guarantee and not having Share Capital. The Directors of the Company are also the Trustees of the Charity. This is the sixteenth annual report of Liss Youth Centre Limited (Crossover) prepared by the Trustees.

2 Trustees

The following served as Directors/Trustees during the year 2021:

Benjamin Love (Chairman)

Elisabeth Mullenger

Robert Buckingham (Treasurer)

John de la Perrelle

Claire Kirby

John Noe

Patricia Evans

There were no changes to the Trustees during this period. The Liss Parish Council appoints a Councillor as observer to the Trustee Board. This position does not hold voting rights. Some Trustees are also volunteers at the sessions run for the young people.

3. Directors Report

2021 was another very difficult year for the Youth Centre, trying to operate under Covid restrictions. We kept up to date with operational possibilities through our membership of NYA (National Youth Agency) who gave regular webinars when pandemic rules changed.

Trustees held regular meetings via Zoom when staff kept us informed of activities within the Centre and street-based youth work. Government regulations allowed only face to face meetings on a one-to-one basis for those young people the youth workers deemed "at risk". Plans for the Level Up

project continued and young people started attending in the “at risk” criteria. In September we were able to resume young people returning to Centre based activities but with a booking system introduced to ensure an appropriate staff / young people ratio.

Staffing has been an issue, especially as no volunteers were needed during the restricted (covid enforced) regime and some have not returned. During the year we recruited a member of staff to manage the street-based youth work which had taken on an increased focus whilst we were not able to welcome most young people into the Centre and street-based youth work continues to be an important part of our focused youth work.

Our Lead Youth Worker left in the Autumn, and we appointed a new staff member who took on responsibility for Centre-based youth work, Level Up project and Street-based youth work. Another youth worker was also appointed and those in post were no longer furloughed. Trustees deemed it important to have a central person to co-ordinate the three strands of youth work so in June our Administrator was promoted to Centre Manager, which has been a great success. During the year all Trustees and staff undertook the NSPCC safeguarding training.

Whenever possible we continued our links with the village. One resident operated a book sale from her garage and raised a magnificent sum for Crossover. We nominated her for the Villager of the Year award which she won – a very worthy winner. Our links with the Parish Council are enhanced by a Councillor attending our Trustee meetings. Staff also have links to the local PCSOs through occasional contacts as required, and the part funding of the Street based youth work through the Police and Crime Commissioner’s fund. We have been encouraged through the difficult times by local residents and their appreciation of the work Crossover was able to carry out in the most difficult of times and the gradual return to a new normal, ever responsive to the needs of local young people.

4. Other Details

Company’s Registered Office: Howard Smith and Co, First Floor, Bellamy House, Winton Road, Petersfield, GU32 3HA

Postal address: The Old St Mary’s Church Hall, Station Road, Liss GU33 7AQ

5. Staff:

- a. Centre Manager: Dominique Mau - Rowson
- b. Youth Worker: Georgina Leigh (left Sept 2021)
- c) Lead Youth Worker Sean Quinn (from Sept 21)
- c) Part-time Youth Worker / Detached Worker Sarah Garner
- d) Part-time Youth Worker Shenell Hardman (from Nov 21)
- e) Part-Time Youth Worker Duncan Walters
- e) Thais Robertson (May – Oct.21)
- c) .Rebecca Newell (May 2021 – Sept 21)

6. Financial Report

The finances are in good order, the year end accounts for 2021 have been inspected and the accounts have been lodged with both Charities Commission and Companies House

Agreed as a correct record of the organisation's activities. Completed by email communications

Date:17/08/2022.....

Signed on behalf of the current directors:

A handwritten signature in black ink, appearing to read 'Benjamin Love', written over a light blue rectangular background.

.....

Benjamin Love, Chairman

LISS YOUTH CENTRE LIMITED

Registered Number 05660960

Registered Number 05660960

LISS YOUTH CENTRE LIMITED

Micro Entity Accounts

31st December 2021

Micro Entity Balance Sheet as at 31st December 2021

| | 2021 | | 2020 | |
|---|-------------|-------------|-------------|-------------|
| Fixed Assets | | | | |
| Fixed Assets | £ | - | £ | - |
| Current Assets | | | | |
| Investments (at Mid-Market Value) | £ | 76,153.00 | £ | 66,656.00 |
| Cash at bank and hand | £ | 88,791.00 | £ | 77,271.00 |
| Prepayments and accrued income | £ | 1,514.00 | £ | 849.00 |
| Current Assets | £ | 166,458.00 | £ | 144,776.00 |
| Current Liabilities | | | | |
| Deferred Income | £ | (35,796.00) | £ | (32,684.00) |
| Creditors: amounts falling due within one year | £ | (1,667.00) | £ | (523.00) |
| Net Current Assets | £ | 128,995.00 | £ | 111,569.00 |
| Total Net Assets | £ | 128,995.00 | £ | 111,569.00 |
| Reserves | | | | |
| Unreserved Fund Balance | £ | 128,995.00 | £ | 111,569.00 |

- For the year ending 31st December 2021 the company was entitled to exemption under section 477 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
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime

Approved by the Board on: 21-Sep-22

And signed on their behalf by
Benjamin Love - Chair of Trustees



Notes to Micro Entity Balance Sheet at 31st December 2021

1 Accounting Policies

Basis of measurement and preparation of accounts

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008.

2 Company limited by guarantee

The Company is limited by guarantee and consequently does not have share capital.

3 Long Term Lease Commitment

The Company operates in premises owned by Liss Parochial Church Council. The premises are leased for a period of 10 years to December 2025 subject to a break clause after 5 years.

Annual Accounts Year Ended 31st December 2021

Section A

Statement of financial activities

| | Unrestricted funds | Restricted income funds | Total funds | Prior year funds |
|--|-----------------------|----------------------------|---------------------|---------------------|
| Income (Note 2) | | | | |
| Income and endowments from: | | | | |
| Donations and legacies | £ 64,470.00 | £ 27,468.00 | £ 91,938.00 | £ 63,523.00 |
| Charitable activities | | £ - | £ - | £ - |
| Other trading activities | £ 499.00 | £ - | £ 499.00 | £ 1,176.00 |
| Investments | £ 1,960.00 | £ - | £ 1,960.00 | £ 1,923.00 |
| Separate material item of income | | £ - | £ - | £ 10,000.00 |
| Total | £ 66,929.00 | £ 27,468.00 | £ 94,397.00 | £ 76,622.00 |
| Expenditure (Note 3) | | | | |
| Raising funds | £ - | £ - | £ - | £ - |
| Charitable activities | £ 62,870.00 | £ 27,468.00 | £ 90,338.00 | £ 56,166.00 |
| Separate material expense item | £ - | £ - | £ - | £ - |
| | £ 62,870.00 | £ 27,468.00 | £ 90,338.00 | £ 56,166.00 |
| Net income/(expenditure) before investment gains/(losses) | £ 4,059.00 | £ - | £ 4,059.00 | £ 20,456.00 |
| Net gains/(losses) on investments | £ 9,497.00 | £ - | £ 9,497.00 | £ 4,023.00 |
| Net income/(expenditure) | £ 13,556.00 | £ - | £ 13,556.00 | £ 24,479.00 |
| Transfers between funds | £ - | £ - | £ - | £ - |
| Net movement in funds | £ 13,556.00 | £ - | £ 13,556.00 | £ 24,479.00 |
| Reconciliation of funds | | | | |
| Total funds brought forward | £ 111,569.00 | £ - | £ 111,569.00 | £ 87,090.00 |
| Adjustment to 2020 expenditure (Level Up) | £ 3,870.00 | | £ 3,870.00 | |
| Total funds carried forward | £ 128,995.00 | £ - | £ 128,995.00 | £ 111,569.00 |

Annual Accounts Year Ended 31st December 2021

Section B

Balance Sheet

| | | Unrestricted funds | Restricted income funds | Total funds | Prior year funds |
|--|------------|-----------------------|----------------------------|---------------------|---------------------|
| Current assets | | | | | |
| Debtors | (Note 5) | £ 1,514.00 | £ - | £ 1,514.00 | £ 849.00 |
| Investments | (Note 1.3) | £ 76,153.00 | £ - | £ 76,153.00 | £ 66,656.00 |
| Cash at bank and cash in hand | (Note 7) | £ 53,495.00 | £ 35,296.00 | £ 88,791.00 | £ 77,271.00 |
| | | <u>£ 131,162.00</u> | <u>£ 35,296.00</u> | <u>£ 166,458.00</u> | <u>£ 144,776.00</u> |
| Creditors : amounts falling due within one year | (Note 6) | £ 2,167.00 | £ 35,296.00 | £ 37,463.00 | £ 33,207.00 |
| Net current assets/(liabilities) | | <u>£ 128,995.00</u> | <u>£ -</u> | <u>£ 128,995.00</u> | <u>£ 111,569.00</u> |
| Total assets less current liabilities | | <u>£ 128,995.00</u> | <u>£ -</u> | <u>£ 128,995.00</u> | <u>£ 111,569.00</u> |
| Total net assets or liabilities | | <u>£ 128,995.00</u> | <u>£ -</u> | <u>£ 128,995.00</u> | <u>£ 111,569.00</u> |
| Funds of the Charity | | | | | |
| Unrestricted funds | | <u>£ 128,995.00</u> | <u>£ -</u> | <u>£ 128,995.00</u> | <u>£ 111,569.00</u> |
| Total funds | | <u>£ 128,995.00</u> | <u>£ -</u> | <u>£ 128,995.00</u> | <u>£ 111,569.00</u> |

Annual Accounts Year Ended 31st December 2021

| | |
|-----------|-----------------------|
| Section C | Notes to the Accounts |
| Note 1 | Accounting Policies |
| | as per last year |

Annual Accounts Year Ended 31st December 2021

Section C Notes to the Accounts

(cont.)

Note 2 Income

| Analysis of income | Unrestricted funds | Restricted income funds | Total funds | Prior year funds |
|---|--------------------|-------------------------|-------------|------------------|
| Donations and legacies: | | | | |
| Donations and gifts | £ 25,154.00 | £ - | £ 25,154.00 | £ 37,316.00 |
| Gift Aid | £ 3,509.00 | £ - | £ 3,509.00 | £ 4,104.00 |
| Legacies | | £ - | £ - | |
| Grants provided by government/ other charities | £ 35,807.00 | £ 27,468.00 | £ 63,275.00 | £ 22,103.00 |
| Donated goods | £ - | £ - | £ - | £ - |
| Other | £ - | £ - | £ - | £ - |
| Total | £ 64,470.00 | £ 27,468.00 | £ 91,938.00 | £ 63,523.00 |
| Other trading activities: | | | | |
| Café | £ 221.00 | £ - | £ 221.00 | £ 272.00 |
| Other | £ 278.00 | £ - | £ 278.00 | £ 904.00 |
| Total | £ 499.00 | £ - | £ 499.00 | £ 1,176.00 |
| Income from investments | | | | |
| Interest income | £ 1,960.00 | £ - | £ 1,960.00 | £ 1,923.00 |
| Dividend income | £ - | £ - | £ - | £ - |
| Rental and leasing income | | £ - | £ - | £ - |
| Other | | £ - | £ - | £ - |
| Total | £ 1,960.00 | £ - | £ 1,960.00 | £ 1,923.00 |
| Separate material items of income | | | | |
| EHDC Business Grant - Covid 19 | | | £ - | £ 10,000.00 |
| | £ - | £ - | £ - | £ 10,000.00 |
| TOTAL INCOME | £ 66,929.00 | £ 27,468.00 | £ 94,397.00 | £ 76,622.00 |

Annual Accounts Year Ended 31st December 2021

Section C Notes to the Accounts (cont.)

Note 3 Expenditure

| | Unrestricted funds | Restricted income funds | Total funds | Prior year funds |
|---|--------------------|-------------------------|--------------------|--------------------|
| Expenditure on charitable activities | | | | |
| Salaries - Centre Staff | £ 45,654.00 | £ 19,524.00 | £ 65,178.00 | £ 44,333.00 |
| Less HMRC Job Retention Scheme | £ (590.00) | | £ (590.00) | £ (12,606.00) |
| Property costs | £ 13,209.00 | £ 7,944.00 | £ 21,153.00 | £ 21,506.00 |
| Other expenses | £ 3,538.00 | £ - | £ 3,538.00 | £ 2,365.00 |
| Café expenses | £ 1,059.00 | £ - | £ 1,059.00 | £ 568.00 |
| Total | £ 62,870.00 | £ 27,468.00 | £ 90,338.00 | £ 56,166.00 |

Note 4 Paid employees

4.1 Staff costs

| | This year | Last year |
|---|--------------------|--------------------|
| Salaries and wages | £ 63,880.00 | £ 43,323.00 |
| Social security costs | | £ - |
| Pension costs (defined contribution pension plan) | £ 1,298.00 | £ 1,010.00 |
| Other employee benefits | | £ - |
| Less HMRC Job Retention Scheme | £ (590.00) | £ (12,606.00) |
| Total staff costs | £ 64,588.00 | £ 31,727.00 |

4.2 Average head count in the year

| | | | |
|--|-----------------------|----------|----------|
| The parts of the charity in which the employees work | Charitable activities | 7 | 6 |
| | | <u>7</u> | <u>6</u> |

Note 5 Debtors and prepayments

Analysis of debtors

| | | |
|-------------------------------------|-------------------|-----------------|
| Trade debtors all due within 1 year | £ 840.00 | £ 849.00 |
| Prepayments and accrued income | £ 674.00 | £ - |
| Other debtors | £ - | £ - |
| | <u>£ 1,514.00</u> | <u>£ 849.00</u> |

Annual Accounts Year Ended 31st December 2021

Section C

Notes to the Accounts

(cont.)

Note 6

Creditors and accruals

6.1 Analysis of creditors

| | Amounts falling due within one year | | Amounts falling due after more than one year | |
|------------------------------|-------------------------------------|-------------|--|-----------|
| | This year | Last year | This year | Last year |
| Bank loans and overdrafts | £ - | £ - | £ - | £ - |
| Trade creditors | £ - | £ - | £ - | £ - |
| Accruals and deferred income | £ 500.00 | £ 500.00 | | |
| Deferred restricted income | £ 35,296.00 | £ 32,184.00 | | |
| Taxation and social security | £ 1,667.00 | £ 523.00 | | |
| Other creditors | £ - | £ - | £ - | £ - |
| Total | £ 37,463.00 | £ 33,207.00 | £ - | £ - |

6.2 Deferred income

Apportionment of Grants received in March for a full calendar year

| | This year | Last year |
|---|-----------------|-----------------|
| Movement in deferred income account | | |
| Balance at the start of the reporting period | £ 500.00 | £ 2,250.00 |
| Amounts added in current period | £ 10,163.00 | £ 10,091.00 |
| Amounts released to income | £ (10,163.00) | £ (11,841.00) |
| Balance at the end of the reporting period | <u>£ 500.00</u> | <u>£ 500.00</u> |

6.3 Deferred restricted income

| | This year | Last year |
|---|--------------------|--------------------|
| Balance at the start of the reporting period | £ 32,184.00 | £ 3,280.00 |
| Adjustment to 2020 expenditure (Level Up) | £ (3,870.00) | |
| Income received from | | |
| Police and Crime Commissioner for detached work | £ 5,000.00 | £ 3,958.00 |
| Street Based Work | £ 10,000.00 | £ - |
| NEET/Level Up | £ 20,000.00 | £ 30,000.00 |
| | <u>£ 63,314.00</u> | <u>£ 37,238.00</u> |
| Expenditure during the year | | |
| Outings | £ (550.00) | £ - |
| Street Based Work | £ (15,227.00) | £ (5,054.00) |
| Level Up | £ (12,241.00) | |
| Balance at the end of the reporting period | <u>£ 35,296.00</u> | <u>£ 32,184.00</u> |

Annual Accounts Year Ended 31st December 2021

| Section C | Notes to the Accounts | (cont.) | |
|---------------|--|--------------------|--------------------|
| Note 7 | Cash at bank and in hand | This year | Last year |
| | Short term deposits | £ - | £ - |
| | Cash at bank and in hand | £ 88,791.00 | £ 77,271.00 |
| | Other | £ - | £ - |
| | | <u>£ 88,791.00</u> | <u>£ 77,271.00</u> |
| Note 8 | Reserves Policy | | |
| | <p>The Charity allocates money from unrestricted fund balances to designated funds and the Trustees plan to employ more staff in the near future so that they may also work with the young people of Liss who do not attend the Centre. It is anticipated that the annual expenses will increase by some 15%.</p> <p>The Reserve Funds are -</p> <ol style="list-style-type: none"> 1 Continuity Fund <p>The regular donations received by the Charity from individuals and local organisations cover only about one-quarter of the Charity's expenditure with the balance of the income being provided by grants and donations. As these are not guaranteed the Trustees consider it prudent to maintain a reserve of some eight months of expenditure</p> 2 Maintenance Fund <p>This fund is to be used for major items of maintenance such as decorating and also for the replacement of technical equipment</p> 3 Dissolution Fund <p>This fund provides for the dissolution should the Charity be unable to continue and it is only to be used in the event of the Trustees deciding the Charity should cease to exist. It will be used to pay notice periods and redundancies of staff etc until closure of the Charity.</p> 4 Restricted Income Activities <p>The Charity is committed to contributing to the Street Based Work project as this is only partly funded by external organisations</p> | | |

Annual Accounts Year Ended 31st December 2021

| | | |
|------------------|------------------------------|----------------|
| Section C | Notes to the Accounts | (cont.) |
|------------------|------------------------------|----------------|

Note 8 Reserves Policy (cont.)

| FUND | BALANCE |
|-----------------------------------|--------------------|
| Continuity Fund | £ 45,000.00 |
| Maintenance Fund | £ 10,000.00 |
| Dissolution Fund | £ 10,000.00 |
| Restricted Income Activities Fund | £ 5,000.00 |
| Minimum Reserves required | <u>£ 70,000.00</u> |

Due to the nature of the organisation and the regular review of the budget, the reserves policy is reviewed on an annual basis to ensure that the funds are adequate to meet the ongoing requirements of the Charity.

Note 9 Covid - 19

The Charity received the following assistance relating to the Covid - 19 pandemic
A contribution of £590 towards the salaries of the members of staff placed on furlough

Note 10 Additional Disclosure

The Company is limited by Guarantee and therefore has no share capital



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name: LISS YOUTH CENTRE LIMITED

On accounts for the year
ended

31st DECEMBER 2021

Charity no
(if any)

1113791

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

18/8/2022

Name:

LESLEY LAW

Relevant professional
qualification(s) or body
(if any):

Address:

3 HIGHFIELD GARDENS

LISS

HAMPSHIRE GU33 7NQ



Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

| | |
|--|-------------------|
| On accounts for the year ended | Charity (in full) |
| Get out on pages | |
| <p>I report to the trustees on my examination of the accounts of the charity ("the Trust") for the year ended 31.12.2017.</p> <p>As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).</p> <p>I report in respect of my examination of the Trust's accounts carried out under section 148 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 148(2)(a) of the Act.</p> <p>I have completed my examination. I confirm that no material matters have come to my attention (other than those disclosed below) in connection with the examination which gives me cause to believe that in any material respect:</p> <ul style="list-style-type: none"> the accounts do not agree with the accounting records accounting records were not kept in accordance with section 130 of the Act or <p>I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p>Please delete the words in the brackets if they do not apply.</p> | |
| Independent examiner's statement | |
| Signed: | |
| Name: | |
| Relevant professional qualification(s) or body (if any): | |
| Address: | |