

BreaksManor

Youth & CommunityCentre

ANNUAL REPORT

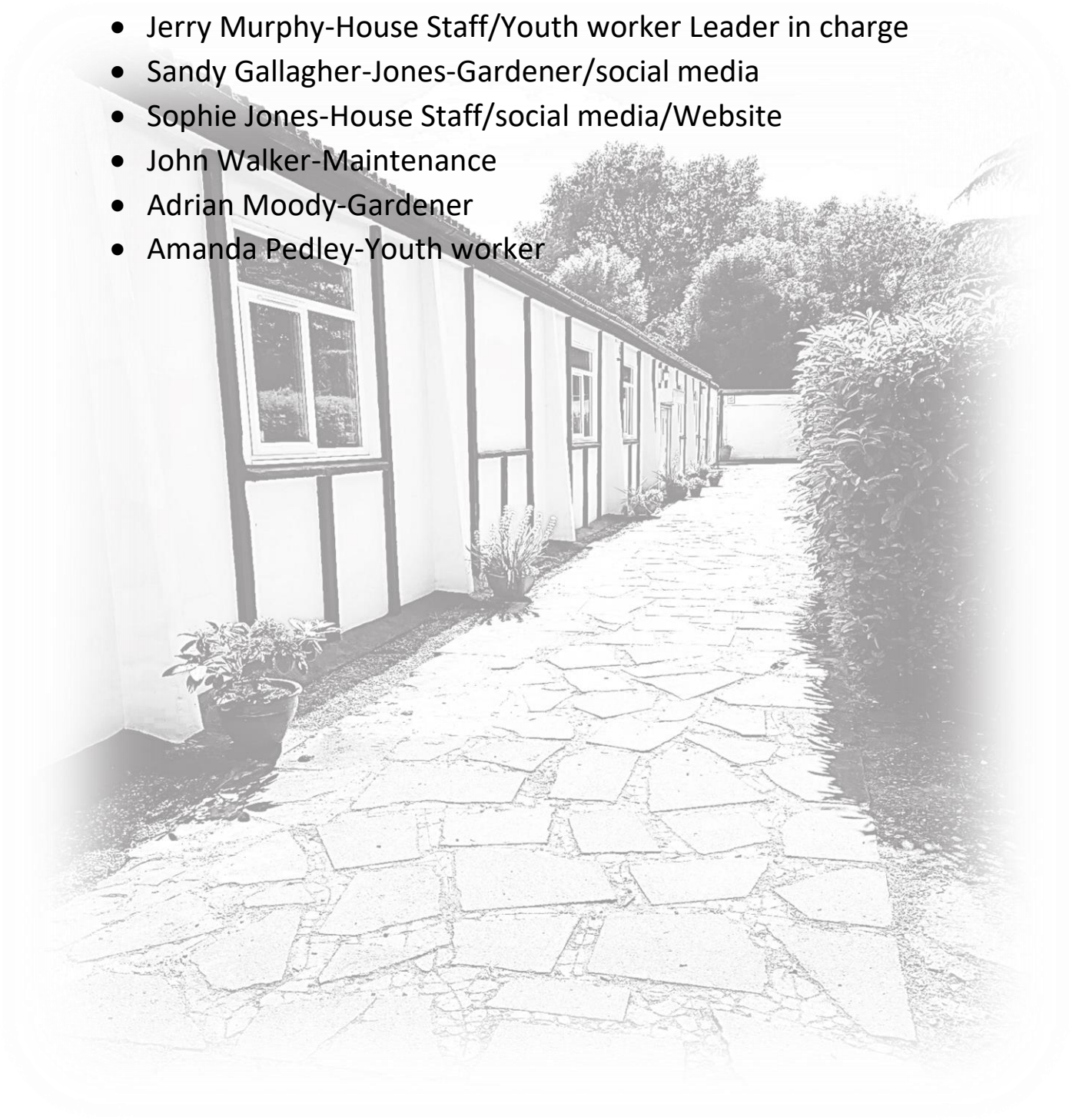
2022-2023

Link Drive, Hatfield, Herts, AL 10 8TP
Telephone: 01707 263 201

BREAKS MANOR

STAFF

- Barry Clark - Chair
- Elaine Jones - Centre Secretary
- Jerry Murphy-House Staff/Youth worker Leader in charge
- Sandy Gallagher-Jones-Gardener/social media
- Sophie Jones-House Staff/social media/Website
- John Walker-Maintenance
- Adrian Moody-Gardener
- Amanda Pedley-Youth worker



BREAKS MANOR YOUTH CENTRE MANAGEMENT COMMITTEE

President
Lady Salisbury

Hatfield House

OFFICERS

Tony Crowther
Hon. Trustee

34 Birchwood Close, Hatfield, AL10 0PP
Tel: 01707 272190
Email: tony.crowther@ymail.com

Barry Clark
Chairman

24 Chennells, Hatfield, AL109HZ
Tel: 01707 694330
Email: barry.john.clark@gmail.com

Davina Taunton
Vice Chairman

2 Old French Horn Lane, Hatfield
Tel: 01707 882071
Email: davinaht@ntlworld.com

Keith Jones
Hon Treasurer

46 Crossway, Welwyn Garden City AL8 7EE
Email: keith-jones@dial.pipex.com

Rosemary Basden
Minute Secretary

11 Birch Drive, Hatfield AL10 8NX
Tel: 01707 266175
Email: basdenbirchdrive@hotmail.com

Elaine Jones
Centre Secretary

Email: elaine.jones@breaksmanor.org

COMMITTEE MEMBERS

Linda Mendez

12 Shallcross crescent, Hatfield. AL10 9QH
Tel 01707 270687 mob:07947 989440
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Elizabeth Mendez

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Sue Archer	11 Fern Dells, Hatfield.AL10 9HX Mobile:07983 156226 Email: sarcher@my.com
Dean Archer	11 Fern Dells, Hatfield.AL10 9HX Mobile:07539 025231 Email: rockdenpromotions@gmail.com
Eric McLaughlin	Old Oaks, 6 Mount Pleasant Close, Hatfield.AL95BZ Tel: 01707 276696 Mobile:07957147121 Email: eric.mclaughlin@ntlwork.com
June Walters	50 Wadnall Way, Knebworth. SG36DX Tel: 01438 489805 Mobile:07847098564 Email: jwalters123@hotmail.co.uk
Peter Hebden	10 Lowlands, Hatfield.AL95DY Tel: 07949 626858 Email: heddenmcdowall@btinternet.com

PREMISES

The premises are our most valuable asset and as such it is incumbent on us to maintain them to our best ability!!

We have, as previously mentioned, spent a huge amount of money this year, not always out of choice but on most occasions to improve the premises to a higher standard.

Many of our users have commented on how Lovely the Centre looks and new clients are totally amazed at the facilities we offer!!

This has been evidenced by the increased number of enquiries and bookings we now receive.

We still have a way to go and premises of this vintage often throw up the unexpected!!

Fortunately, in some cases the issue is one that the Welwyn Hatfield Borough Council has a Structural Brief and which therefore saves us a financial outlay!!

So, as every New Financial Year dawns, I always live in hope for a better one.

Fund Raising & Donations

During the Financial Year 2022/23 we did particularly well in both instances.

We were fortunate to have 2 of Lady Salisbury's Coffee Mornings, at the Old Palace of Hatfield House, the first of which was on the 12th April and the second on the 28th March therefore both falling in the same financial year.

We were also in receipt of £4,204, Section 106 Money from the Welwyn/Hatfield Sports Partnership.

We also received £225 from the Real Tennis Club and £60 from the Ryde and District Gardeners Club.

A further £5,000, bid has also been made to the Trust house Charity, which is now being given consideration.

Our thanks go to Lady Salisbury and the Chaplain of Hatfield House, Paul Gismondi for their generous support. We wait in anticipation of a positive result.

Not all donations are of a financial nature Some are in the form of Voluntary Service, e.g., Morgan Sindal, Site Clearance Days. Others include, a Defibrillator, now placed at the front elevation of the Centre and obtained for us by County Councillor, Peter Hebden.

A number of plants and shrubs have also been donated by local Supplier's accessed by June Walters, Sandy Jones and myself.

We have, also collected, over 100 bicycles in various states of disrepair from the Hertfordshire Constabulary to enable Men's Sheds to repair and distribute bicycles to Syria, Ukrainian and Afghan Refugees.

Equally, we have also received items of good quality Games Equipment.

So, all in all, we have achieved a great deal of Goodwill.

STAFFING

Staffing, here at Breaks Manor, has always been a difficult issue! Our cash flow has always been somewhat precarious and as such can change in an instant!!

Much of our income, comes from lettings that may be funded by other organisations, who may suddenly decide to withdraw their funding.

Other users may find their client group, diminishing and can no longer function.

We realise that in the ideal world an organisation, the size of Breaks, should have a full-time Site Supervisor and Ground staff.

But we have no way of securing a stable, regular income.

Therefore, we rely heavily on our Part-time staff. Our Casual workers and Volunteers.

All of which make a generous contribution to life and vitality of the Centre.

Services for Young People

The Hertfordshire Youth Service, or Services for Young People, Hertfordshire, as they are now known, still deliver from here.

Today, the service focuses on the most vulnerable young people around such issues as, Bullying, Sexual Health, Racism, Radicalisation, Mental and Physical Wellbeing.

The service is largely referral based.

Sadly, gone are the days of Universal

Youth Work and the open door policy!!

None the less we still retain a Youth Service of sorts.

We at Breaks still maintain our own Junior Provision on Wednesday Evenings which still has an open door policy.

Having served in the Youth Service for over 50 years I still value it greatly but equally, I'm saddened by the lack of investment and its direction!!

Having said that, I still like us referred to, as a Youth and Community Centre.

CONCLUSION

Finally, my sincere thanks go to all who have given so much to the life of the Centre.

Our Management Committee, without whom the Breaks would not exist!

Our Centre Secretary - Elaine Jones

House Staff and Junior Youth Club

Leader in Charge - Jerry Murphy

Junior Club - Amanda Pedley

Our Resident Site worker - John Walker

Our Treasurer - Keith Jones

Casual House Staff and Web Site Maintenance and Design - Sophie Gallagher

Casual Landscaping - Sandy Jones

Casual Gardener - Adrian Mood

Casual Transport Volunteer - Mike Devall

Finally, our President Lady Salisbury for her ongoing Support and Patronage

BREAKS MANOR YOUTH AND COMMUNITY CENTRE

Financial Statements

For the Year Ending 31 March 2023

**Breaks Manor Youth and Community Centre is a registered charity:
Registration number 302373**

BREAKS MANOR YOUTH AND COMMUNITY CENTRE

INDEX TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2023

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BREAKS MANOR YOUTH AND COMMUNITY CENTRE**STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31st MARCH 2023**

	NOTES	<u>RESTRICTED</u> £	<u>UNRESTRICTED</u> £	<u>2023</u> £	<u>2022</u> £
<u>INCOMING RESOURCES</u>					
Total income for the period		0.00	134,784.07	134,784.07	121,465.41
TOTAL INCOMING RESOURCES		0.00	134,784.07	134,784.07	121,465.41
 <u>RESOURCES EXPENDED</u>					
Administration, Management, Cost of Activities etc.		0.00	134,458.83	134,458.83	97,340.97
TOTAL RESOURCES EXPENDED		0.00	134,458.83	134,458.83	97,340.97
 NET INCOMING RESOURCES FOR THE YEAR		0.00	325.24	325.24	24,124.44
ADJUSTMENT		0.00	0.00	0.00	0.00
FUNDS BROUGHT FORWARD		0.00	105,819.37	105,819.37	81,694.93
 FUNDS CARRIED FORWARD	7, 8, 9	0.00	106,144.61	106,144.61	105,819.37

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**BALANCE SHEET AS AT 31st MARCH 2023**

	NOTES	2023 £	2022 £
<u>FIXED ASSETS</u>			
Furniture and equipment	3	2,242.20	2,839.32
<u>CURRENT ASSETS</u>			
Stock	4	0.00	326.10
Debtors & Prepayments	5	21,460.52	7,091.27
Cash & Bank Balances	5	<u>101,566.90</u>	<u>106,667.85</u>
		123,027.42	114,085.22
<u>CREDITORS</u>			
Amounts falling due within one year	6	<u>19,125.01</u>	<u>11,105.17</u>
NET CURRENT ASSETS (LIABILITIES)		103,902.41	102,980.05
NET ASSETS		<u>106,144.61</u>	<u>105,819.37</u>
<u>FUNDS</u>			
Unrestricted Funds	7	106,144.61	105,819.37
Restricted Funds	8	0.00	0.00
TOTAL FUNDS		<u>106,144.61</u>	<u>105,819.37</u>

Approved by the Management Committee and signed on its behalf by:

Lady Salisbury - President

on 13 July 2023

Barry Clark - Chairman

on: 13 July 2023

The accompanying notes form an integral part of the accounts

BREAKS MANOR YOUTH AND COMMUNITY CENTRE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2023

1 ACCOUNTING POLICIES

a) Basis of Preparation and Assessment of Going Concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared 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 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The trust constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Centre's ability to continue as a going concern.

b) Income and Expenditure

Income and Expenditure is recorded on the accruals basis.

c) Depreciation

Depreciation is calculated on the straight line basis at rates which are intended to write off the cost of the assets over their estimated useful lives, and is itemised as follows:

Machinery, furniture and equipment	33%
Fixtures and fittings	33%
Motor vehicles	25%

d) Leases

Rental costs under operating leases are charged to the income and expenditure account in equal annual instalments covering the period of the leases.

e) Fund Accounting

Grants and similar income which are subjected to restrictions by the donors are shown as restricted funds and any expenditure incurred will be set off against this fund. All other income and expenditure is shown as unrestricted.

f) Resources Expended

The cost of activities comprises expenditure that directly relates to the furtherance of the organisation's charitable activities. All other expenses are shown under administration and management which involve the cost of managing and administering the charity.

g) Value Added Tax (VAT)

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

2 GRANTS RECEIVABLE

	2023	2022
	£	£
Total grant income received	<u>0.00</u>	<u>0.00</u>
Total	<u>0.00</u>	<u>0.00</u>

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31st MARCH 2023****3 FIXED ASSETS**

	Youth Centre Equip £	Fixtures and fittings £	Total £
Cost			
At 1 April 2022	12,451.38	23,702.75	36,154.13
Additions	-	1,383.48	1,383.48
Disposals	-	-	-
At 31 March 2023	<u>12,451.38</u>	<u>25,086.23</u>	<u>37,537.61</u>
Depreciation			
At 1 April 2022	10,534.38	22,780.43	33,314.81
Charge for the year	1,058.33	922.27	1,980.60
Depreciation on disposals	-	-	-
At 31 March 2023	<u>11,592.71</u>	<u>23,702.70</u>	<u>35,295.41</u>
Net book value			
At 31 March 2023	<u>858.67</u>	<u>1,383.53</u>	<u>2,242.20</u>
At 31 March 2022	<u>1,917.00</u>	<u>922.32</u>	<u>2,839.32</u>

4 CURRENT ASSETS - Stock

	2023 £	2022 £
Canteen stock	0.00	326.10

5 CURRENT ASSETS - Cash & Bank Balances & Debtors

	2023 £	2022 £
Cash in hand and current account	11,782.16	27,186.78
Meeting Point Account (Restricted)	0.00	0.00
Community Fund	0.00	0.00
Business Money Manager Account	89,784.74	79,481.07
Debtors & Prepayments	<u>21,460.52</u>	<u>7,091.27</u>
Total	<u>123,027.42</u>	<u>113,759.12</u>

6 CREDITORS - Amounts Falling Due Within One Year

	2023 £	2022 £
Creditors, Deferred Income & Accruals	17,455.78	10,091.37
PAYE, Social Security and Other Taxes	<u>1,669.23</u>	<u>1,013.80</u>
	<u>19,125.01</u>	<u>11,105.17</u>

7 UNRESTRICTED FUND

	2023 £	2022 £
Opening Balance	105,819.37	81,694.93
Surplus (Deficit) for the Year	325.24	24,124.44
Revaluation adjustment	-	-
Closing Balance	<u>106,144.61</u>	<u>105,819.37</u>

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31st MARCH 2023****8 RESTRICTED FUND**

	2023	2022
	£	£
Opening Balance	0.00	0.00
Surplus (Deficit) for the Year	0.00	0.00
Revaluation adjustment	-	-
	<hr/>	<hr/>
Closing Balance	0.00	0.00

9 ANALYSIS OF NET FUNDS

	Restricted	Unrestricted	Total
	£	£	£
Tangible Fixed Assets	0.00	2,242.20	2,242.20
Net Current Assets	0.00	103,902.41	103,902.41
	<hr/>	<hr/>	<hr/>
Total	0.00	106,144.61	106,144.61

10 STAFF COSTS & NUMBERS

	2023	2022
	£	£
Staff Salaries, Employer's National Insurance & Pension	44,690.02	36,600.28
	<hr/>	<hr/>
Total Remuneration for the Year	44,690.02	36,600.28

	2023	2022
Average Number of Paid Staff	4	4

11 TRUSTEES' REMUNERATION & EXPENSES

No remuneration was paid to trustees in the year nor were any expenses reimbursed to them in respect of their duties as trustees.

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**INCOME & EXPENDITURE ACCOUNT****YEAR ENDED 31st MARCH 2023**

<u>PARTICULARS</u>	<u>RESTRICTED</u>	<u>UNRESTRICTED</u>	<u>TOTAL</u>
	<u>£</u>	<u>£</u>	<u>£</u>
<u>INCOME</u>			
<u>Hire of Premises</u>			
Premises	0.00	126,867.38	
All Weather Pitch	<u>0.00</u>	<u>2,915.00</u>	129,782.38
<u>Grants</u>			
Grant Income Received	<u>0.00</u>	<u>0.00</u>	0.00
<u>Others</u>			
Fund Raising	0.00	1,423.42	
Interest Received	0.00	303.67	
Youth Centre Subscriptions	0.00	147.00	
Canteen, Catering & Refreshments	0.00	212.42	
Miscellaneous Income	<u>0.00</u>	<u>2,915.18</u>	<u>5,001.69</u>
TOTAL INCOME			<u>134,784.07</u>
<u>EXPENDITURE</u>			
Fund Raising Expenditure	0.00	159.25	
Cost of Activities	0.00	709.24	
Marketing	0.00	816.40	
Salaries & Wages	0.00	44,178.92	
Employer's NI & Pension	0.00	511.10	
Staff Expenses	0.00	0.00	
Training Courses	0.00	0.00	
Canteen, Catering & Refreshments	0.00	145.27	
Equipment	0.00	0.00	
Rent & Rates	0.00	755.33	
Utilities	0.00	12,880.58	
Cleaning & Refuse Collection	0.00	9,427.20	
Insurance Premium	0.00	5,014.58	
Buildings Maintenance	0.00	43,195.09	
Grounds Maintenance	0.00	7,475.51	
Bank Charges	0.00	79.27	
Depreciation	0.00	1,980.60	
Accountancy & Professional Fees	0.00	4,748.75	
Telephone & Internet	0.00	558.29	
Stationery, Printing & Postage	0.00	109.03	
Other	<u>0.00</u>	<u>1,714.42</u>	
TOTAL EXPENDITURE			<u>134,458.83</u>
INCOME OVER EXPENDITURE			<u>325.24</u>

THIS PAGE IS FOR INFORMATION ONLY AND DOES NOT FORM PART OF THE FINANCIAL STATEMENTS

Independent examiner's report on the accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

Breaks Manor Youth and Community Centre

On accounts for the year
ended

31/03/2023

Charity
no (if
any)

302373

Set out on pages

1-5

(remember to include the page numbers of additional sheets)

Respective responsibilities
of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 the 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.

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

Independent examiner's statement

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

05/07/2023

Name: Keith Jones

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

Address: 46 Crossway

Welwyn Garden City

Hertfordshire

Section B

Disclosure

Only complete if the examiner needs to highlight material 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.