

Breaks Manor



Youth & Community Centre

ANNUAL REPORT

2023-2024

Link Drive, Hatfield, Herts

AL 10 8TP

Telephone: 01707 263 201

BREAKS MANOR YOUTH CENTRE MANAGEMENT COMMITTEE

Patron

Lady Salisbury

Hatfield House

OFFICERS

Tony Crowther

Hon. Trustee

Vice Chairman

34 Birchwood Close, Hatfield, AL10 0PP

Tel: 01707 272190

Email: tony.crowther@ymail.com

Barry Clark

Chairman

24 Chennells, Hatfield, AL10 9HZ

Tel: 01707 694330

Email: barry.john.clark@gmail.com

Keith Jones

Hon Treasurer

46 Crossway, Welwyn Garden City AL8 7EE

Email: keith-jones@dial.pipex.com

Minute Secretary

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

Email: lindamendez1951@yahoo.com

Elizabeth Mendez

17 Grove Lea, Hatfield.AL10 8LA

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Eric McLaughlin

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Sandy Jones	68 School Lane, Welwyn.AL6 9PJ Mobile:07890 551646 Email: sandyjones0206@gmail.com
June Walters	50 Wadnall Way, Knebworth. SG36DX Tel: 01438 489805 Mobile:07847098564 Email: jwalters123@hotmail.co.uk
Beverly McConnell	4 Branch Close Hatfield, Herts.AL10 0TW Tel:01707 897697 Mobile: 07415 172110 Email: beverley.mcconnell@sky.com
Peter Hebden	10 Lowlands, Hatfield.AL95DY Mobile: 07949 626858 Email: heddenmcdowall@btinternet.com
WHBC Representative	Larry Crofton

BREAKS MANOR YOUTH & COMMUNITY CENTRE

ANNUAL GENERAL MEETING

Wednesday 17th July 2024

At 7pm for 7.30pm start

A G E N D A

Welcome by the Chairman who will then ask the Patron, Lady Salisbury to chair the meeting.

Apologies for absence

AGM held on 13th July 2023 report re-submitted in absence of minutes

Matters arising from the Minutes of previous AGM

Chairman's Report 2023 – 2024

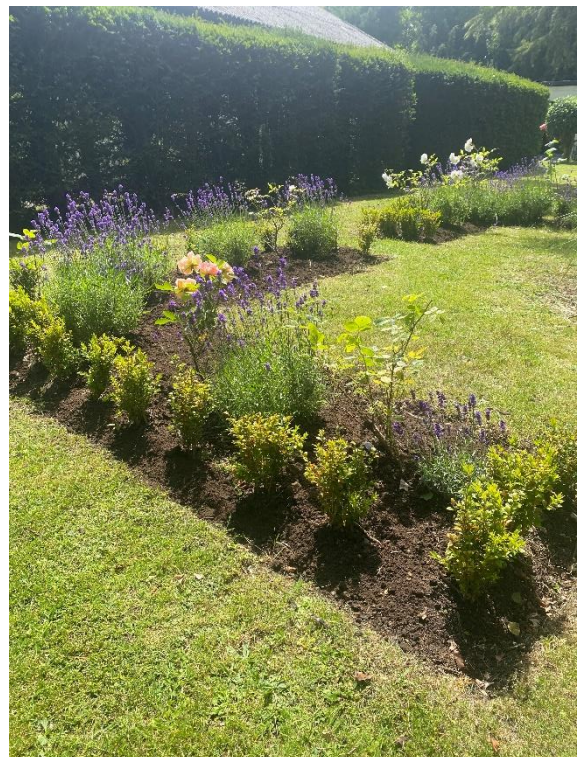
Treasurer's Report 2023 – 2024

Approval of Accounts 2023 – 2024

Any other business



GARDEN GROUNDS



BREAKS MANOR YOUTH & COMMUNITY CENTRE

Annual General Meeting

held at 7.30 pm on Wednesday 27th July 2022

Present:	Lady Salisbury	Honorary President
	Barry Clark	Chairman
	Dean Archer	
	Sue Archer	
	Tony Crowther	Trustee
	Elaine Jones	Centre Secretary
	Keith Jones	Hon Treasurer
	Eric McLaughlin	
	June Walters	
	Rosemary Basden	Minutes Secretary
	Cllr Barbara Fitzsimon	Mayor, Welwyn Hatfield Borough Council
	Cllr Richard Griffiths	Hatfield Town Council
	Sandy Jones	
	Cllr Bernard Sarson	Welwyn Hatfield Borough Council

Barry extended a warm welcome to everyone – 2 years since the previous AGM because of the pandemic! He then handed over to our President, Lady Salisbury, who was full of praise for the Report provided, and then proceeded to take over the Meeting.

1. Apologies for Absence

Apologies for absence had been received from Peter Hebden, Elizabeth Mendez, Cllr Linda Mendez, Davina Taunton. Barry said Cllr Caron Juggins was going to try to come to the Meeting.

2. Minutes of Previous Annual General Meeting

The minutes from 12th August 2020 were given a quick reading by those present, agreed and signed by Lady Salisbury.

3. **Matters Arising**

Lady Salisbury noted the list of Users differed from that of 2 years ago.

4. **Chairman's Report 2020-2022**

Barry reported that Morgan Sindall, who are constructing a science building for the University, have chosen Breaks Manor as their charity with the result that they have done an immense amount of landscaping work in the garden, with skips, dumper trucks, subcontractors as well, doing all sorts of things including tidying up, so we were very fortunate and it could not have come at a better time.

Barry said the more successful we become – and thanks to our new Secretary Elaine – the more we have to ensure the building is fit for purpose. So, if we were to take on additional staff and things go down, we could not pay their salaries. One event over-ran late at night but we still had to prepare the premises for the next morning's User; we even have to pay people to lock and unlock the premises. Keith wondered if it was time to review charges again; Barry added we are pretty busy at the moment.

Barry then went through his detailed 2020-2022 Overview. Following the pandemic, in April there was an optimistic air and we had an increase in enquiries in contrast to the previous year; and we were fortunate to have accrued some financial reserve. With the Furlough Scheme we managed a degree of income. With staff on Furlough there were only a few left to provide the necessary backup, until early June when there were more enquiries from possible Users. By the middle of 2020-21 Services for Young People, Hertfordshire (formerly YC Herts) and Footsteps 123 had recommenced, though the former demanded a Covid 19 Risk Assessment and detailed room/route plans. In early 2021 we had several new Users, including U3A; in August we hosted an evening Celebratory Event, with Angela Rippon there, to thank all the volunteers, doctors, administrators etc. who helped with the successful vaccination programme at the University.

By the end of the financial year 2021-22 virtually all our Community Groups had returned, with a number of new projects. So, with cautious optimism, Barry looks forward to the better times ahead.

Services for Young People, still here, has changed and focuses on the most vulnerable, with a referral system, no universal youth work or open-door policy. However, we retain our Junior Youth on Wednesday evenings, keeping the open-door policy and with fun activities. Recently Services for Young People have increased their use of the Centre: beneficial to us. We are also very grateful to the County for continuing rental payments during the whole of the pandemic.

Staffing – for most of the pandemic our staffing ratio was reduced from 5 to 2, which made difficulties, though the Furlough Scheme helped greatly as the Centre only paid 20% towards salaries. Jerry Murphy stayed, keeping the premises fit for purpose, and Julie Gill worked alongside Barry. Some staff returned in September 2021 through the volume of work began to intensify. But also, in September Julie resigned, with Bob McNab resigning soon after, followed by Jane Durbridge. However, we were extremely fortunate that Keith

knew someone looking for a career change, so in that October we were pleased to welcome Elaine Jones as our new Centre Secretary.

Conclusion – there has been much uncertainty for 2 years and the future looked bleak. However, we have come through and Barry wished to thank all those who have contributed to our success: the Management Committee (without which the Centre would not exist); part-time ground staff Adrian Moody and George Youngman (since retired), part-time Handyman John Walker, resident electricians Chris Fitch and Gary Hopkins; erstwhile Centre Secretary Julie Gill, house staff Jerry Murphy, Keith our Treasurer; and finally our President Lady Salisbury for her ongoing support, loyalty and patronage.

5. Treasurer's Report/Approval of Accounts

Keith had provided detailed financial statements for the year ended 31st March 2022.

2021-2, an excellent result, had a surplus of £24,124.44. The previous year had a higher surplus at £30,705.88 but that included a fair amount of Covid-related support.

Premises/grounds maintenance was £23,393.69 compared with £34,524.23 for the previous year; still high but moving in the right direction.

Utilities expenditure has increased dramatically, though we have had problems getting accurate providers' bills. We are now up to date, but Keith believes we will spend a similar amount as last year's £17,230, but with more in future.

Balance sheet remains healthy, with net assets at the end of the year of £105,819.37, all unrestricted reserves. Cash and equivalent balances have increased from £80,475.30 to £106,667.85.

Total income for the year fell slightly but was still very good at £121,465.41 as against £131,753.41 for 2020-21, very encouraging as there was more government support.

Overall expenditure is slightly lower at £97,340.97 as compared to £101,047.53.

Keith continues to believe that the financial outlook for the Centre remains positive, notwithstanding unknown factors. The events of the last 2 years show how things can change without warning. Footsteps 123 were lost as a User; they brought a significant income but were also the cause, directly and indirectly, of significant expenditure for the Centre. Overall, Keith believes we are well placed for the immediate future, with a sound financial base.

Lady Salisbury duly signed the accounts as approved by the Management Committee.

7. Nominations for Committee Members

Since he was no longer a Councillor but wishes to remain on the Committee, we have to ratify Peter Hebden as a Committee Member. It was therefore formally proposed by Eric, seconded Keith and agreed by all.

Barry said Caron Juggins will be joining the Committee as a representative of the Borough Council, which brings us up to the required number.

8. **Any Other Business**

Richard then presented an enormous cheque to Breaks Manor for £600, as Breaks was his chosen charity while he was Mayor of Hatfield Town Council, for which he was warmly thanked by all present.

Fund-raising – Richard knows some of the local artists groups and they have kindly donated several abstract paintings to Breaks, to be auctioned/sold by Breaks.

Lady Salisbury commented that the meeting had been wonderfully informative. She praised Barry, who knows all about youth work, and thanked everyone for all that they do: the Management Committee and all the people mentioned by Barry.

BREAKS MANOR

LIST OF USERS

2024

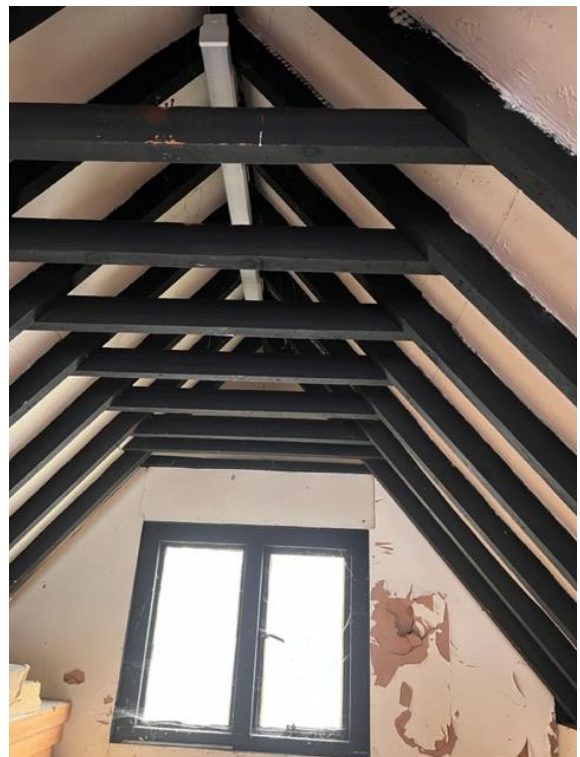
- Bangladeshi Prayer Group
- H'arts in Mind - Art Group
- Carers In Herts - Meetings
- DS Achieve
- Brightside Preschool
- Inclusion Group
- Line Dancing
- Men In Sheds
- One YMCA Baby Drop in Group
- Rephael House Counselling
- Services for Young People
- Stage Call
- University of the Third Age
- Football Group
- The Craft Room
- Kirsty Lemare – Counselling
- Potters Heath Church

On top of our regular bookings, we had from the community 24 Saturdays & 17 Sunday events, plus The Happy Camps Program here through the School Summer Holidays and half terms

Ramadan was held here again this year which was in March for 30 Nights 11pm - 12.30am



LOFT BEFORE





LOFT AFTER



Opening statement

On the 31st of March this year our Financial Year 2023/24 came to an end and as such the content of my report will concentrate largely on events related to that period.

At our previous AGM I was able to inform everyone that despite a huge capital expenditure on internal refurbishments we had managed to maintain a comfortable bank balance due to the increased client usage of the Community Centre.

Therefore, being aware of further works imminent we felt able to proceed in a similar fashion. The detail of which I will focus on when I refer to Premises.

At this point I need to say that much of the Centre's success has largely been due to improvements in our marketing strategy.

Our website constantly highlights new opportunities, ongoing day to day community events and weekend provision.

Telephone and email enquiries come in at a regular pace.



PORTA CABIN REMOVAL



Fundraising

Whilst fundraising is not quite as important as it once was, we do still like the ideal of accessing funds where we can.

As I said under premises, we were fortunate to receive the £4002.29 from the section 106 and the £240.00 from the real tennis club, we were also fortunate to participate in a scheme called the Local Community Fund run by the cooperative Society, which enabled us to receive £745.50.

We also participated in the government scheme Warm Spaces, which enabled people to keep warm in the lounges, we received a grant of £2000, which we were able to invest various amounts of money towards a newly refurbished kitchen and furnishings for the games room.

Equally not all funding is of a financial nature, we also receive various pieces equipment in kind but totally free of charge, as we did from AGMS Foundation, despite having not made specific efforts to raise funds we did do particularly well.

However, sadly this year and purely because the dates we didn't have a Lady Salisbury's Coffee Morning.

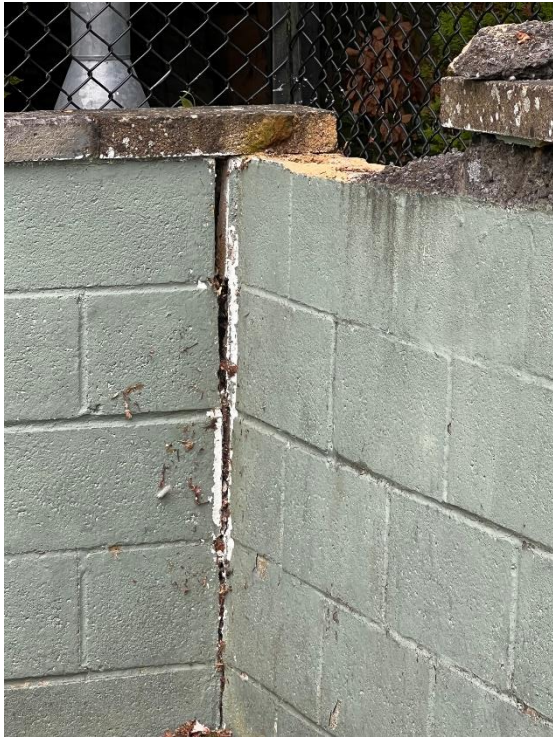
Similarly, we put on a Christmas Fayre which didn't do at all well for a variety of reasons, however we did not lose any money.

We will try again this year, taking on board the experiences learnt from the last.

We would like to make greater use of our lovely garden's but sadly our climate can never be relied upon.

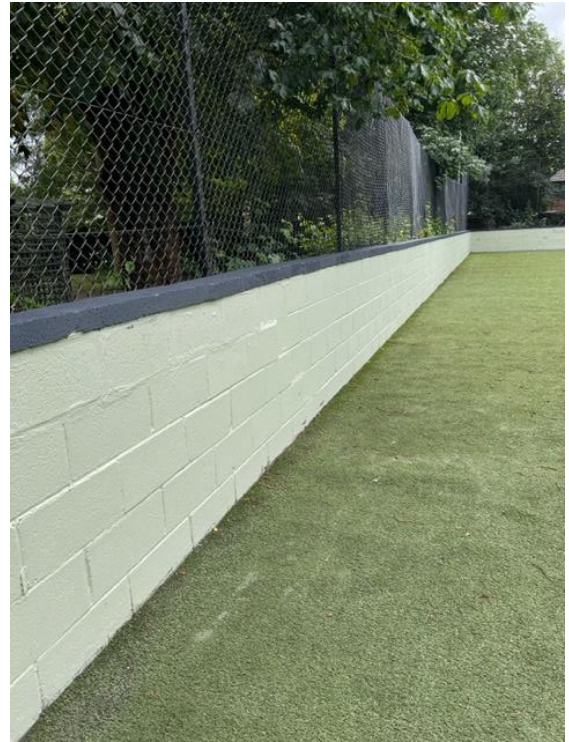
Our large sports field remains under used every year purely because the council will not allow us a gate to egress the field and my biggest fear is that they will eventually take it for building.

And then you can bet your life access in and out will be granted!!!!



FOOTBALL PITCH BEFORE





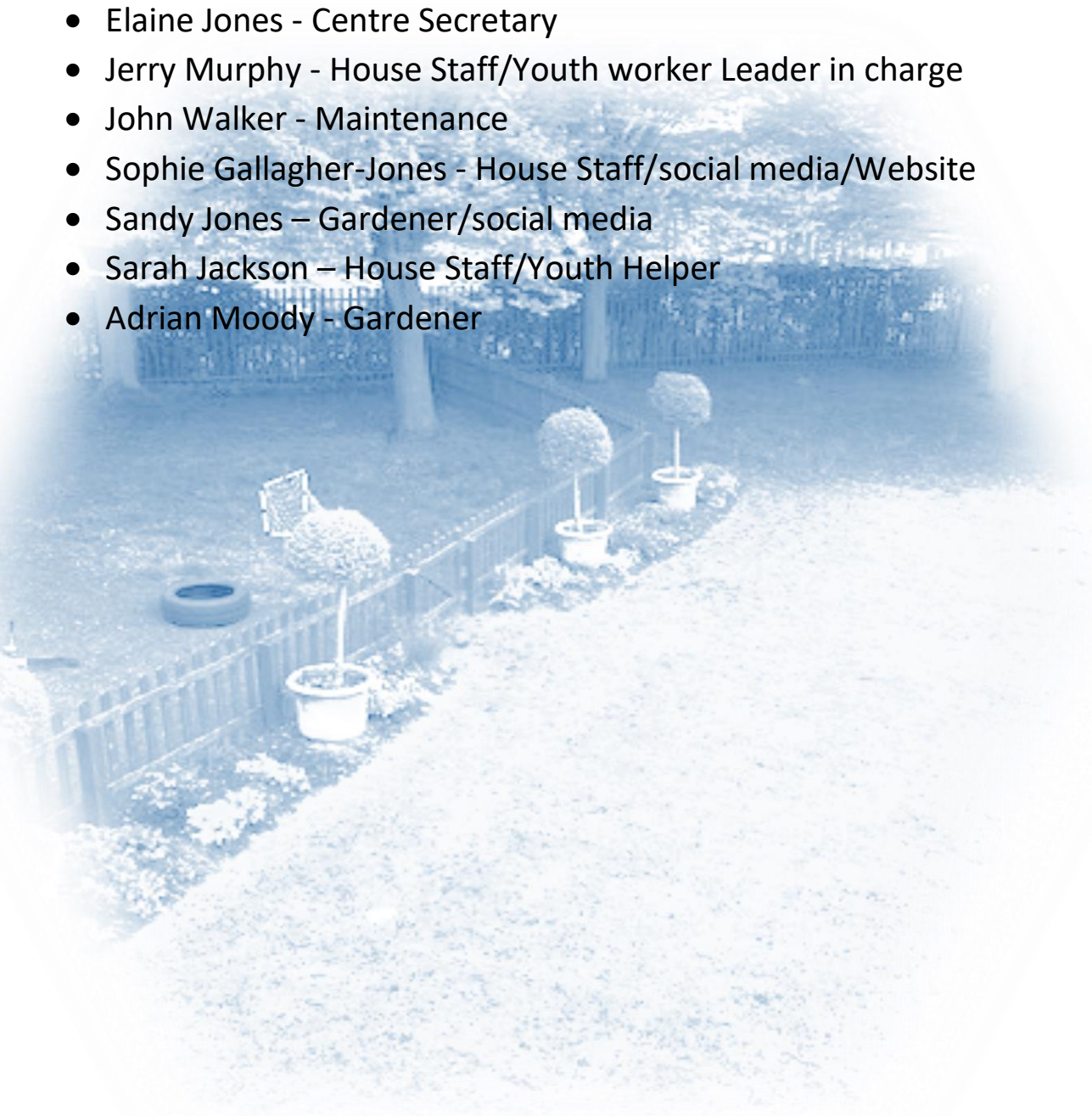
FOOTBALL PITCH AFTER



BREAKS MANOR

STAFF

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





BEFORE





AFTER



Premises

As I have said so many times before our premises are undoubtedly our most valuable asset.

Based here in the centre of Hatfield, and situated in its own palatial gardens it offers an excellent venue for the Community.

Equally, being close to the railway station, bus routes and road networks makes access really easy.

New and regular users often comment on how Lovely the Centre looks and the opportunities it provides.

Therefore, once again it is incumbent on us to continue to maintain it to as high a standard as is humanly possible.

Understandably this does not come cheap as goods and services increase on a daily basis. Also, whilst we can plan to undertake certain projects, these can be easily overtaken by a more pressing need.

For example, a complete shutdown of the heating system, aimed at stemming a number of leaks and faults in the radiator system.

Issues around flooding and the need to fell damaged trees.

However, we were nonetheless able to undertake a vast number of projects which I can now document.

This included, a complete repaint of all walls and ceilings on both the ground and first floor, which also took in the adjoining stair well.

This was followed in similar fashion to both the games room and main hall.

Later in the year we were also able to completely recarpet the ground and first floor, stair well and admin offices.

In June 2023 we were fortunate in receiving £4002.29 from section 106 funding which enabled us to repair the crumbling brick work on the floodlit play area which was causing concern under health and safety.

Work was also underway to the exterior of Enterprise Hall.

Whilst the work continued on the first floor, we emptied a room which for years had merely housed old music equipment. This was given to a local school and the room is now a modern usable kitchen which can be used in conjunction with the upstairs lounge.

Whilst all of this work was funded by ourselves work on the exterior of building, around the forecourt was carried out by the district council, making improvements to exterior wood cladding.

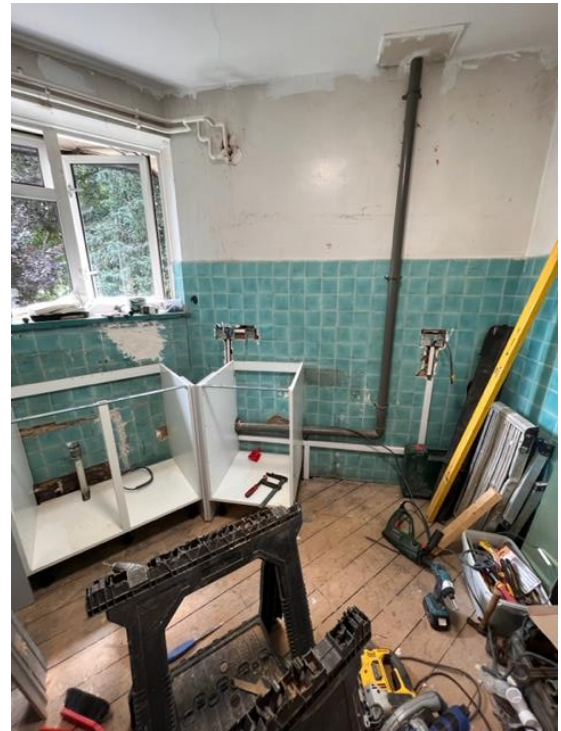
So, as you can see a lot of improvements have been made to the premises once again.

However, as previously mentioned we have had to deal with a number of issues along the way. Our porta cabin which we had used for some years, finally had to be demolished due to rotting timbers and wood lice.

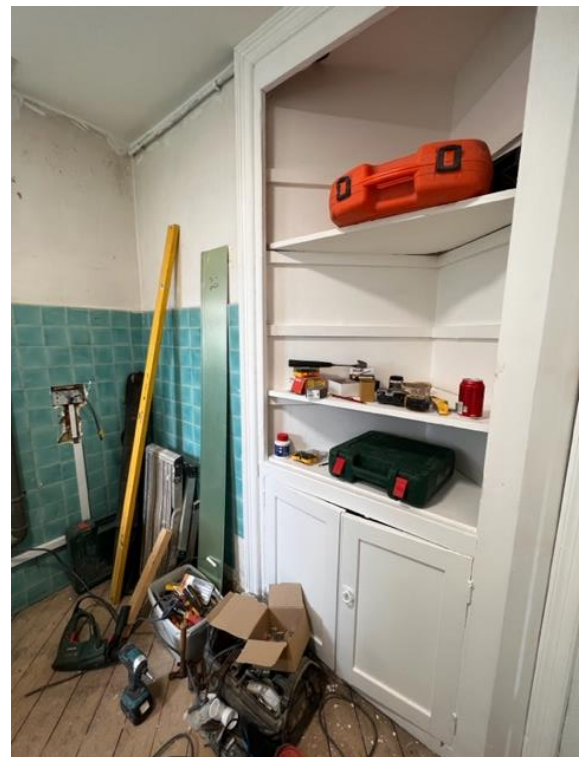
Lighting and alarm issues often occur and of course the inevitable

Episodes of vandalism!!

None the less overall a relatively successful year.



OLD MUSIC STORAGE CUPBOARD





CONVERTED INTO A KITCHEN



Services for Young People Hertfordshire.

As previously mentioned in earlier reports the Youth Service of the past has changed beyond all recognition.

Gone is universal youth work where all young people between the age of 13 and 19 could attend has been replaced by issue-based provision,

where young people are referred by other agencies

However, despite this the service is still provided by the Hertfordshire County Council so we are never the less pleased that they continue to use our premises for service delivery.

Breaks Manor Junior Youth Club

Every Wednesday Evening between 18.00 to 20.00 hours the Centre provides its own Junior provision for young people aged 8 to 11 years.

The centre attracts up to 30 young people and is open to all.

The club has run for over 50 years but sadly becomes increasingly more difficult to manage each year.

Just recently, Amanda Pedley who had been with us for a long period time had to leave us, due to other commitments, but fortunately, with luck Sarah Jackson one of our house staff stepped in to help.

However, it proved how vulnerable we are, because without a female member of staff we cannot operate.

Whilst ever effort is being made to recruit more staff there is not the willingness there once was!





AFTER



The Estate

We are fortunate to occupy the amount of land we have surrounding the house.

We have a number of grassed areas and attractive flower beds, we also have flower tubs and hanging baskets which now adorn the premises.

Users often comment on the attractiveness of our grounds, as I have said previously, we would love to make greater use of them but our climate is too unpredictable.

Obviously having such a large expanse of ground, brings with it a number of problems for example, in the summer time there is the issue of watering, lawns have to be mown, hedges have been trimmed, weeding on a regular basis and concrete areas power washed.

In the winter our main focus is on leaf clearance and unfortunately flooding in specific areas. Equally, with the large number of trees on site we have some in need of attention either to be felled or pollarded.

As you can see this requires a great deal of attention. Fortunately, we have Sandy Jones who is on our management committee who regularly attends to the gardens assisted by Community Payback.

At this point I'd like to say how saddened we all were at the loss of Adrian Moody who died early in the New year. Adrian was a professional nurseryman with an abundance of horticultural skills. He will be greatly missed.

We are grateful that we can achieve all of this with such a small number of willing individuals.



BEFORE





AFTER



Conclusion

Once again, I think it is safe to say that we have come through the year with reasonable success.

A great deal of work has taken place to both the premises and grounds.

Our improved marking has brought about a greater awareness of the Centre's potential and as a result bookings have increased enormously.

Our Junior Youth provision remains popular and our day-to-day users remain loyal to the Centre.

All this is achieved by a very small number of people, who remain passionate about Breaks Manor.



TULIP COMPETITION WINNERS



BREAKS MANOR YOUTH AND COMMUNITY CENTRE

Financial Statements

For the Year Ending 31 March 2024

**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 2024

CONTENTS	PAGE
Statement of Financial Activities	1
Balance Sheet	2
Notes to the Financial Statements	3-5

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**STATEMENT OF FINANCIAL ACTIVITIES****YEAR ENDED 31st MARCH 2024**

	NOTES	<u>RESTRICTED</u>	<u>UNRESTRICTED</u>	<u>2024</u>	<u>2023</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>INCOMING RESOURCES</u>					
Total income for the period		<u>2,000.00</u>	<u>157,963.15</u>	<u>159,963.15</u>	<u>134,784.07</u>
TOTAL INCOMING RESOURCES		<u>2,000.00</u>	<u>157,963.15</u>	<u>159,963.15</u>	<u>134,784.07</u>
 <u>RESOURCES EXPENDED</u>					
Administration, Management, Cost of Activities etc.		<u>1,354.88</u>	<u>162,312.42</u>	<u>163,667.30</u>	<u>134,458.83</u>
TOTAL RESOURCES EXPENDED		<u>1,354.88</u>	<u>162,312.42</u>	<u>163,667.30</u>	<u>134,458.83</u>
NET INCOMING RESOURCES FOR THE YEAR		645.12	(4,349.27)	(3,704.15)	325.24
ADJUSTMENT		0.00	0.00	0.00	0.00
FUNDS BROUGHT FORWARD		<u>0.00</u>	<u>106,144.61</u>	<u>106,144.61</u>	<u>105,819.37</u>
FUNDS CARRIED FORWARD	7, 8, 9	<u>645.12</u>	<u>101,795.34</u>	<u>102,440.46</u>	<u>106,144.61</u>

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**BALANCE SHEET AS AT 31st MARCH 2024**

	NOTES	2024 £	2023 £
<u>FIXED ASSETS</u>			
Furniture and equipment	3	461.26	2,242.20
<u>CURRENT ASSETS</u>			
Stock	4	86.20	0.00
Debtors & Prepayments	5	4,586.83	21,460.52
Cash & Bank Balances	5	<u>111,576.14</u>	<u>101,566.90</u>
		116,249.17	123,027.42
<u>CREDITORS</u>			
Amounts falling due within one year	6	<u>14,269.97</u>	<u>19,125.01</u>
NET CURRENT ASSETS (LIABILITIES)		101,979.20	103,902.41
NET ASSETS		<u>102,440.46</u>	<u>106,144.61</u>
<u>FUNDS</u>			
Unrestricted Funds	7	101,795.34	106,144.61
Restricted Funds	8	645.12	0.00
TOTAL FUNDS		<u>102,440.46</u>	<u>106,144.61</u>

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

Lady Salisbury - President

on: 17 July 2024

Barry Clark - Chairman

on: 17 July 2024

The accompanying notes form an integral part of the accounts

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31st MARCH 2024

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

	2024 £	2023 £
Total grant income received	2,000.00	0.00
Total	2,000.00	0.00

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31st MARCH 2024****3 FIXED ASSETS**

	Youth Centre Equip £	Fixtures and fittings £	Total £
Cost			
At 1 April 2023	12,451.38	25,086.23	37,537.61
Additions	-	-	-
Disposals	-	-	-
At 31 March 2024	<u>12,451.38</u>	<u>25,086.23</u>	<u>37,537.61</u>
Depreciation			
At 1 April 2023	11,592.71	23,702.70	35,295.41
Charge for the year	858.67	922.27	1,780.94
Depreciation on disposals	-	-	-
At 31 March 2024	<u>12,451.38</u>	<u>24,624.97</u>	<u>37,076.35</u>
Net book value			
At 31 March 2024	<u>0.00</u>	<u>461.26</u>	<u>461.26</u>
At 31 March 2023	<u>858.67</u>	<u>1,383.53</u>	<u>2,242.20</u>

4 CURRENT ASSETS - Stock

	2024 £	2023 £
Canteen stock	86.20	0.00

5 CURRENT ASSETS - Cash & Bank Balances & Debtors

	2024 £	2023 £
Cash in hand and current account	25,244.58	11,782.16
Meeting Point Account (Restricted)	0.00	0.00
Community Fund	0.00	0.00
Business Money Manager Account	86,331.56	89,784.74
Debtors & Prepayments	<u>4,586.83</u>	<u>21,460.52</u>
Total	<u>116,162.97</u>	<u>123,027.42</u>

6 CREDITORS - Amounts Falling Due Within One Year

	2024 £	2023 £
Creditors, Deferred Income & Accruals	12,264.56	17,455.78
PAYE, Social Security and Other Taxes	<u>2,005.41</u>	<u>1,669.23</u>
	<u>14,269.97</u>	<u>19,125.01</u>

7 UNRESTRICTED FUND

	2024 £	2023 £
Opening Balance	106,144.61	105,819.37
Surplus (Deficit) for the Year	(4,349.27)	325.24
Revaluation adjustment	-	-
Closing Balance	<u>101,795.34</u>	<u>106,144.61</u>

BREAKS MANOR YOUTH AND COMMUNITY CENTRE**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31st MARCH 2024****8 RESTRICTED FUND**

	2024	2023
	£	£
Opening Balance	0.00	0.00
Surplus (Deficit) for the Year	645.12	0.00
Revaluation adjustment	-	-
	<hr/>	<hr/>
Closing Balance	645.12	0.00

9 ANALYSIS OF NET FUNDS

	Restricted	Unrestricted	Total
	£	£	£
Tangible Fixed Assets	0.00	461.26	461.26
Net Current Assets	645.12	101,979.20	102,624.32
	<hr/>	<hr/>	<hr/>
Total	645.12	102,440.46	103,085.58

10 STAFF COSTS & NUMBERS

	2024	2023
	£	£
Staff Salaries, Employer's National Insurance & Pension	47,727.24	44,690.02
	<hr/>	<hr/>
Total Remuneration for the Year	47,727.24	44,690.02

	2024	2023
Average Number of Paid Staff	3	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 2024**

<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	145,679.22	
All Weather Pitch	<u>0.00</u>	<u>2,015.00</u>	147,694.22
<u>Grants</u>			
Grant Income Received	<u>2,000.00</u>	<u>0.00</u>	2,000.00
<u>Others</u>			
Fund Raising	0.00	7,139.39	
Interest Received	0.00	1,546.82	
Youth Centre Subscriptions	0.00	603.60	
Canteen, Catering & Refreshments	0.00	979.12	
Miscellaneous Income	<u>0.00</u>	<u>0.00</u>	<u>10,268.93</u>
TOTAL INCOME			<u>159,963.15</u>
<u>EXPENDITURE</u>			
Fund Raising Expenditure	1,354.88	60.40	
Cost of Activities	0.00	963.97	
Marketing	0.00	423.60	
Salaries & Wages	0.00	47,072.87	
Employer's NI & Pension	0.00	654.37	
Staff Expenses	0.00	0.00	
Training Courses	0.00	22.80	
Canteen, Catering & Refreshments	0.00	911.47	
Equipment	0.00	0.00	
Rent & Rates	0.00	3,596.36	
Utilities	0.00	25,676.77	
Cleaning & Refuse Collection	0.00	8,027.24	
Insurance Premium	0.00	3,430.86	
Buildings Maintenance	0.00	53,170.85	
Grounds Maintenance	0.00	10,971.00	
Bank Charges	0.00	67.32	
Depreciation	0.00	1,780.94	
Accountancy & Professional Fees	0.00	2,770.00	
Telephone & Internet	0.00	740.52	
Stationery, Printing & Postage	0.00	493.29	
Other	<u>0.00</u>	<u>1,477.79</u>	
TOTAL EXPENDITURE			<u>163,667.30</u>
INCOME OVER EXPENDITURE			<u>(3,704.15)</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

31/03/2024

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:

11/07/2024

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.