

Charity registration number 520363

**CARLISLE DIOCESAN YOUTH CENTRE  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

# CARLISLE DIOCESAN YOUTH CENTRE

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# **CARLISLE DIOCESAN YOUTH CENTRE**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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**Trustees**

Dr Susi Strang Wood  
Ven Richard Pratt  
Mrs Shelagh Clare Hughes

**Charity number**

520363

**Independent examiner**

Gibbons  
Lakeland Office  
2 Europe Way  
Cockermouth  
Cumbria  
CA13 0RJ

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# **CARLISLE DIOCESAN YOUTH CENTRE**

## **TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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The trustees present their annual report and financial statements for the year ended 31 December 2021.

Dr Susi Strang Wood - Chairman  
Chaplain to St Johns-in-the Vale Youth Centre

Ven Richard Pratt - Secretary  
Archdeacon

Mrs Shelagh Clare Hughes  
Head Teacher at St Herbert's CE Primary and Nursery School Keswick

### **Trustees**

The trustees named have served throughout the year. Appointment of trustees is governed by the Trust Deed of the Charity. The Board of Trustees is appointed by virtue of their office in Carlisle Diocese.

### **Constitution, Objects and Policies**

The Charitable Trust is constituted by Trust Deed, and its objects are to:-

In the Diocese of Carlisle and beyond educate young people through their leisure time activities so as to develop their physical, mental and spiritual capabilities that they may grow to full maturity as individuals and members of society and that their conditions of life may be improved.

The Charity operates leases with the Carlisle Diocesan Board of Finance and St John's-in-the-Vale Parochial Church Council on the Youth Centre Main Building and Annexe until 2030. The properties are hired out to organisations working with young people for residential activities.

The Charity operates a lettings policy to ensure that the objects of the Charity are met. The Charity operates an equal opportunities policy.

The Charity has at present three Trustees. The Trustees are members of the Management Committee which also has representatives from the Diocesan Board of Finance, Diocesan Board of Education, Diocesan Youth Office, St John's-in-the-Vale PCC, Cumbria County Council, two representatives from groups which use the centre and at present two co-opted members. The Management Committee oversees the management of the Charity. The day to day management of the centre is undertaken by the Warden Mrs Lisa Farren.

### **Public Benefit- Performance**

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The Centre provides a context for groups of young people from schools, colleges, uniformed organisations and churches as well as family groups to enjoy the benefits of outdoor activities and a time away from their normal setting. It provides self-catering accommodation accessible to people of all ages and backgrounds, and has wheelchair access to the School House facilities.

# **CARLISLE DIOCESAN YOUTH CENTRE**

## **TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **Financial review**

It was a difficult year due to the Covid-19 pandemic, however, we received valuable Government support in the form of grants and the Coronavirus Job Retention Scheme. A substantial amount was spent on improving the Centre which included a large amount of refurbishment and we also solved some major problems such as drainage. The centre did not fully open until July 2021, we are grateful to Lisa for all her work as Centre Manager.

Funds available are sufficient to permit the Trust to continue in operation in the medium term.

### **Risk Management**

The Management Committee regularly reviews the risks. Reserves of more than one year's operating costs are held to cover liabilities in case of adverse conditions. Reserves are held to cover capital expenditure for future development or in case of unforeseen major expenditure, replacement or repair of equipment.

### **Reserves Policy**

It is the policy of the charity to maintain unrestricted funds at a level which equate to approximately 12 months unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs. Unrestricted funds are maintained at least at this level throughout the year, however funds are also held to account for planned capital expenditure.

The trustees' report was approved by the Board of Trustees.

.....  
Dr Susi Strang Wood  
Trustee

Date: .....

# **CARLISLE DIOCESAN YOUTH CENTRE**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

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The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# CARLISLE DIOCESAN YOUTH CENTRE

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CARLISLE DIOCESAN YOUTH CENTRE

I report to the trustees on my examination of the financial statements of Carlisle Diocesan Youth Centre (the charity) for the year ended 31 December 2021.

#### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 no concerns and 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 financial statements to be reached.

**Mr Mark Stanger FCA**

For and on behalf of Gibbons Chartered Accountants  
Lakeland Office  
2 Europe Way  
Cockermouth  
Cumbria  
CA13 0RJ

Dated: .....

# CARLISLE DIOCESAN YOUTH CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total Unrestricted funds 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b><u>Income and endowments from:</u></b>							
Charitable activities	3	44,807	-	44,807	14,508	-	14,508
Investments	4	8,739	-	8,739	9,588	-	9,588
Other income	5	25,295	-	25,295	20,957	-	20,957
<b>Total income</b>		<b>78,841</b>	<b>-</b>	<b>78,841</b>	<b>45,053</b>	<b>-</b>	<b>45,053</b>
<b><u>Expenditure on:</u></b>							
Charitable activities	6	89,164	-	89,164	103,251	-	103,251
Net gains/(losses) on investments	9	43,198	-	43,198	21,329	-	21,329
<b>Net movement in funds</b>		<b>32,875</b>	<b>-</b>	<b>32,875</b>	<b>(36,869)</b>	<b>-</b>	<b>(36,869)</b>
Fund balances at 1 January 2021		419,710	1,384	421,094	456,579	1,384	457,963
<b>Fund balances at 31 December 2021</b>		<b>452,585</b>	<b>1,384</b>	<b>453,969</b>	<b>419,710</b>	<b>1,384</b>	<b>421,094</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# CARLISLE DIOCESAN YOUTH CENTRE

## BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	10		98,247		113,403
Investments	11		349,855		297,923
			<u>448,102</u>		<u>411,326</u>
<b>Current assets</b>					
Debtors	12	2,566		2,484	
Cash at bank and in hand		19,111		16,289	
		<u>21,677</u>		<u>18,773</u>	
<b>Creditors: amounts falling due within one year</b>	13	(15,810)		(9,005)	
Net current assets			5,867		9,768
<b>Total assets less current liabilities</b>			<u>453,969</u>		<u>421,094</u>
<b>Income funds</b>					
Restricted funds	14		1,384		1,384
Unrestricted funds			452,585		419,710
			<u>453,969</u>		<u>421,094</u>

The financial statements were approved by the Trustees on .....

.....  
Dr Susi Strang Wood  
Trustee

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Carlisle Diocesan Youth Centre meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Individual fixed assets costing £50 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.11 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

### 3 Charitable activities

	Unrestricted funds General 2021 £	Unrestricted funds General 2020 £
Accommodation fees	44,807	14,508

### 4 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Income from listed investments	8,734	9,574
Interest receivable	5	'14
	8,739	9,588

### 5 Other income

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Other income	25,295	20,957

Other income includes Government grants receivable £17302 (2020 £11334) and CJRS funds receivable £7993 (2020 £9623)

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 6 Charitable activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Warden and Assistant	36,166	40,986
Depreciation of tangible assets	15,156	15,156
Travel expenses	245	200
Light heat and power	7,399	6,468
Insurance	4,045	3,904
Cleaning	3,090	1,560
Maintenance and renewals	17,613	32,577
Telephone	1,142	982
Secretarial and sundry expenses	3,482	708
General expenses	826	710
	<u>89,164</u>	<u>103,251</u>
	<u>89,164</u>	<u>103,251</u>

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 8 Employees

The average monthly number of employees during the year was:

2021	2020
Number	Number
<u>2</u>	<u>2</u>

#### Employment costs

	2021	2020
	£	£
Wages and salaries	<u>36,166</u>	<u>40,986</u>

There were no employees whose annual remuneration was more than £60,000.

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 9 Net gains/(losses) on investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Revaluation of investments	43,198	21,329

### 10 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Total
	£	£	£
<b>Cost</b>			
At 1 January 2021	332,701	43,189	375,890
At 31 December 2021	332,701	43,189	375,890
<b>Depreciation and impairment</b>			
At 1 January 2021	227,283	35,204	262,487
Depreciation charged in the year	13,264	1,892	15,156
At 31 December 2021	240,547	37,096	277,643
<b>Carrying amount</b>			
At 31 December 2021	92,154	6,093	98,247
At 31 December 2020	105,418	7,985	113,403

### 11 Fixed asset investments

	Unlisted investments
	£
<b>Cost or valuation</b>	
At 1 January 2021	297,923
Additions	8,734
Valuation changes	43,198
At 31 December 2021	349,855
<b>Carrying amount</b>	
At 31 December 2021	349,855
At 31 December 2020	297,923

# CARLISLE DIOCESAN YOUTH CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 12 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Prepayments and accrued income	2,566	2,484

### 13 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	15,810	9,005

### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020 £	Movement in funds Incoming resources £	Balance at 1 January 2021 £	Movement in funds Incoming resources £	Balance at 31 December 2021 £
Memorial funds	1,384	-	1,384	-	1,384

### 15 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 December 2021 are represented by:						
Tangible assets	98,247	-	98,247	113,403	-	113,403
Investments	349,855	-	349,855	297,923	-	297,923
Current assets/ (liabilities)	4,483	1,384	5,867	8,384	1,384	9,768
	452,585	1,384	453,969	419,710	1,384	421,094