

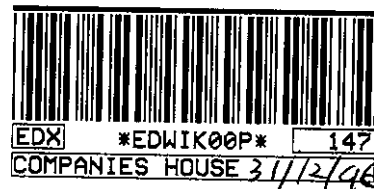
SURREY ASSOCIATION OF YOUTH CLUBS

AND

SURREY PHAB LIMITED

Directors' and Trustees' Report and Financial Statements  
for the fifteen month period ended 31 March 1996

Company number: 02513757 (England & Wales)



SURREY ASSOCIATION OF YOUTH CLUBS

and

SURREY PHAB LIMITED

Company Information

|                        |   |  |
|------------------------|---|--|
| Directors and Trustees | M. Maughan (Chairman)<br>D. Abbott<br>S. Batley<br>K. Butt<br>G. Cooper<br>Sir Antony Driver<br>Mrs C. Andrews<br>P. Wisdom | Mrs S. Dunn<br>Mrs J. Giles<br>I. MacLeod<br>D. Taylor<br>T. Wilkie<br>L. King<br>D. Parkinson |
| Secretary              | R. Bowden   |  |
| Company Number         | 02513757  |  |
| Charity Number         | 803697  |  |
| Registered Office      | Felbury House<br>Holmbury St. Mary<br>Dorking<br>Surrey RH5 6NL   |  |
| Auditors               | Messrs P Rainsbury & Co<br>Forge House<br>Ansell Road<br>Dorking<br>Surrey RH4 1QN  |  |
| Bankers                | Barclays Bank plc<br>P O Box 33<br>171 High Street<br>Guildford<br>Surrey GU1 3AN   |  |
| Solicitors             | Messrs Downs<br>156 High Street<br>Dorking<br>Surrey RH4 1BQ  |  |

SURREY ASSOCIATION OF YOUTH CLUBS  
AND  
SURREY PHAB LIMITED

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SURREY ASSOCIATION OF YOUTH CLUBS  
and  
SURREY PHAB LIMITED

Directors' and Trustees' Report for the period ended 31 March 1996

The directors and trustees present their report and financial statements of the company for the fifteen month period ended 31 March 1996.

**Objects of the charity, principal activities and organisation of our work**

The charity is constituted as a company, limited by guarantee and is therefore governed by a memorandum and articles of association.

The charity's object and its principal activity continues to be that of helping young and handicapped people in the Surrey area, through various activities designed to develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and members of society.

The charity is organised so that the trustees meet regularly to manage its affairs. There were 23 staff employed by the charity at the end of this period, who were involved in the day to day administration of the charity, and who helped organise the fundraising initiatives.

**Development, activities and achievements this period**

The trustees consider that the performance of the charity in this period has been disappointing. Rising costs have again exceeded income resulting in a loss for the period. Major reorganisation has taken place within the charity and it is anticipated that this will produce a significant improvement for the current year to March 1997.

**Directors and trustees**

All directors of the company are also trustees of the charity, and there are no other trustees. All the trustees named on page 1 served throughout the period. The Board has power to appoint additional trustees as it considers fit to do so.

**Statement of trustees' responsibilities**

The trustees are required by law 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 profit or loss of the charity for that period. In preparing those financial statements, the trustees are required to:-

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

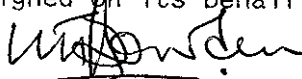
SURREY ASSOCIATION OF YOUTH CLUBS  
and  
SURREY PHAB LIMITED

Directors' and Trustees' Report for the period ended 31 March 1996

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. 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.

Approval

This report was approved by the board of directors and trustees on 1 July 1996 and signed on its behalf.



R. Bowden  
Secretary

Auditors' Report to the Trustees of  
Surrey Association of Youth Clubs and Surrey PHAB Limited

We have audited the financial statements on pages 6 to 14 which have been prepared under the historical cost convention and the accounting policies set out on page 7 and 8.

**Respective responsibilities of trustees and auditors**

As described on pages 3 & 4, the charity's trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.


**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material mis-statement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion, the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 1996 and of its financial activities and loss for the period then ended and have been properly prepared in accordance with the Companies Act 1985.

*P. Rainsbury* 

P. Rainsbury & Co  
Certified Accountants  
& Registered Auditors  
Forge House  
Ansell Road  
Dorking  
Surrey RH4 1QN

1 July 1996

SURREY ASSOCIATION OF YOUTH CLUBS  
and  
SURREY PHAB LIMITED

Statement of Financial Activities

for the fifteen month period ended 31 March 1996

|  | Notes | Restricted<br>£ | Unrestricted<br>£ | TOTAL<br>1996<br>£ | TOTAL<br>1994<br>£ |
|--|-------|-----------------|-------------------|--------------------|--------------------|
| <b>INCOMING RESOURCES</b>              |       |                 |                   |                    |                    |
| Donations and Gifts                    |       | -               | 104,562           | 104,562            |                    |
| Covenanted Income                      |       | -               | 2,850             | 2,850              |                    |
| Grants Received                        | 2     | -               | 54,960            | 54,960             |                    |
| Felbury House                          | 3     | -               | 107,193           | 107,193            |                    |
| Respite Care                           | 4     | -               | 18,219            | 18,219             |                    |
| Fundraising Ventures                   | 5     | -               | 41,603            | 41,603             |                    |
| Affiliation Fees,<br>Course and Events | 6     | -               | 58,402            | 58,402             |                    |
| Investment Income                      | 7     | -               | 189               | 189                |                    |
|  |       | -----           | -----             | -----              | -----              |
|  |       | -               | 387,978           | 387,978            | 175,840            |
| <b>RESOURCES EXPENDED</b>              |       |                 |                   |                    |                    |
| <b>DIRECT CHARITABLE EXPENDITURE</b>   |       |                 |                   |                    |                    |
| Felbury House running<br>costs         | 8     | -               | 116,903           | 116,903            |                    |
| Phab running costs                     | 9     | -               | 97,842            | 97,842             |                    |
| Youth Work running<br>costs            | 10    | -               | 55,109            | 55,109             |                    |
| <b>OTHER EXPENDITURE</b>               |       |                 |                   |                    |                    |
| Scrapp running costs                   | 12    | -               | 41,421            | 41,421             |                    |
| Fundraising costs                      | 13    | -               | 18,946            | 18,946             |                    |
| Management and<br>Administration       | 11    | -               | 110,866           | 110,866            |                    |
|  |       | -----           | -----             | -----              | -----              |
| <b>TOTAL EXPENDITURE</b>               |       | -               | 441,087           | 441,087            | 204,917            |
|  |       | -----           | -----             | -----              | -----              |
| <b>NET LOSS FOR THE PERIOD</b>         |       | -               | (53,109)          | (53,109)           | (29,077)           |
|  |       | =====           | =====             | =====              | =====              |

SURREY ASSOCIATION OF YOUTH CLUBS  
and  
SURREY PHAB LIMITED

Statement of Financial Activities

for the fifteen month period ended 31 March 1996

|                                     | Notes | Restricted<br>£ | Unrestricted<br>£ | TOTAL<br>1996<br>£ | TOTAL<br>1994<br>£ |
|-------------------------------------|-------|-----------------|-------------------|--------------------|--------------------|
| STATEMENT OF OTHER RECOGNISED GAINS |       |                 |                   |                    |                    |
| Net Loss for the period             |       | -               | (53,109)          | (53,109)           | (29,077)           |
| Loss on Property                    |       |                 |                   |                    |                    |
| Revaluation                         | 14    | -               | (89,339)          | (89,339)           | NIL                |
|                                     |       | -----           | -----             | -----              | -----              |
| NET MOVEMENT IN FUNDS               |       |                 |                   |                    |                    |
| FOR THE PERIOD                      |       | -               | (142,448)         | (142,448)          | (29,077)           |
| Utilised in period                  |       | (36,017)        | 1,198             | (34,819)           |                    |
| Total Funds B/Fwd                   |       | 44,590          | 326,002           | 370,592            | 399,669            |
|                                     |       | -----           | -----             | -----              | -----              |
| TOTAL FUNDS C/Fwd                   |       | 8,573           | 184,752           | 193,325            | 370,592            |
|                                     |       | =====           | =====             | =====              | =====              |

The notes on pages 9 to 14 form part of these financial statements



SURREY ASSOCIATION OF YOUTH CLUBS  
and  
SURREY PHAB LIMITED

Balance Sheet as at 31 March 1996

|  | Note | 1996            | 1994           |
|--|------|-----------------|----------------|
|  |      | £               | £              |
| Tangible fixed assets                  | 14   |                 |                |
| Freehold property                      |      | 300,000         | 626,400        |
| Equipment                              |      | 7,636           | 1,256          |
| Motor vehicles                         |      | 2,250           | 3,000          |
|  |      | <u>309,886</u>  | <u>630,656</u> |
| Investments                            |      |                 |                |
| Cass Sewell Investment                 | 7    | 971             | 971            |
|  |      | <u>310,857</u>  | <u>631,627</u> |
| Current assets                         |      |                 |                |
| Stocks                                 |      | 2,739           | 3,172          |
| Debtors                                | 15   | 12,153          | 13,232         |
| Cash at Bank & in Hand                 | 18   | 10,158          | 26,287         |
|  |      | <u>25,050</u>   | <u>42,691</u>  |
| Creditors: amounts due within one year | 16   | (63,936)        | (30,004)       |
| Net current assets                     |      | <u>(38,886)</u> | <u>12,687</u>  |
|  |      | 271,971         | 644,314        |
| Creditors: amounts due after one year  | 17   | (41,985)        | NIL            |
| Net assets                             |      | <u>229,986</u>  | <u>644,314</u> |
| Capital & funds                        |      |                 |                |
| Capital Reserve                        |      | 36,661          | 36,661         |
| Revaluation Reserve                    | 14   | NIL             | 237,061        |
| Restricted Funds                       | 18   | 8,573           | 44,590         |
| Unrestricted Funds                     |      | 184,752         | 326,002        |
|  |      | <u>229,986</u>  | <u>644,314</u> |

Approved by the board of directors and trustees on 1 July 1996 and signed on its behalf

*Sir Anthony Dower*  
~~M. Maughan~~  
Director and Trustee

*Anthony Dower*

The notes on pages 9 to 14 form part of these financial statements

SURREY ASSOCIATION OF YOUTH CLUBS  
and  
SURREY PHAB LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1996

1. Accounting policies

1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Directors' and Trustees' Report and all of which are continuing.

The accounts have been prepared in compliance with Statement of Recommended Practice on Charity Accounts.

The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement.

1.2 Tangible fixed assets and depreciation

Depreciation is provided on Fixed Assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows:-

|                |                                  |
|----------------|----------------------------------|
| Equipment      | 25% on reducing balance basis    |
| Motor Vehicles | Straight line basis over 3 years |

1.3 Stocks

Stocks are valued at the lower of cost and net realisable value.

1.4 Income

Voluntary income and donations are accounted for as received by the charity. The income from fundraising ventures is shown gross with associated costs included in fundraising costs. No permanent endowments have been received in the period, but these are dealt with through the Statement of Financial Activities when received.

1.5 Investments

Investments are stated at market value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities.

SURREY ASSOCIATION OF YOUTH CLUBS  
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SURREY PHAB LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1996

1.6 Fundraising costs

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and the staging of special fundraising events.

1.7 Expenditure on Management and Administration of the charity

Administration expenditure includes all expenditure not directly related to the charitable activity or fundraising ventures. This includes costs of running office premises, salaries for administrative staff and audit fees.

2. Grants Received

Grants were received to assist in meeting the salary costs. The balance of expenditure was funded directly from unrestricted funds.

3. Felbury House

Income from letting the accomodation block together with the catering receipts are shown gross.

4. Respite Care

This income is shown gross.

5. Fundraising Ventures

Gross Procceds of events:-

|                      |         |
|----------------------|---------|
| Charity Golf Day     | 26,940  |
| Bridge Evening       | 788     |
| Fashion Show         | 787     |
| Parachute Jump       | 150     |
| Christmas Bazaar     | 250     |
| 200 Club             | 1,538   |
| Canoe Fund           | 350     |
| Felbury House Appeal | 10,800  |
|                      | -----   |
|                      | £41,603 |
|                      | =====   |

6. Affiliation Fees, Courses and Events

The income from the various courses and events held in the year, is shown gross.

SURREY ASSOCIATION OF YOUTH CLUBS  
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NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1996

7. Investment Income

The Cass Sewell Investment is represented by £1,000 12% Exchequer Stock 2013 - 2017.

|                                      |     |
|--------------------------------------|-----|
| Income from listed investments       | 120 |
| Interest Receivable on cash deposits | 69  |
|                                      | --- |
|                                      | 189 |
|                                      | === |

8. Felbury House running costs

|                                |         |
|--------------------------------|---------|
| Food/Consumables               | 24,307  |
| Rates, Insurance, Light & Heat | 8,995   |
| Service Contracts & Laundry    | 3,946   |
| Repairs & Depreciation         | 13,637  |
| Staff costs                    | 53,975  |
| Courses & Training costs       | 6,311   |
| Transport costs                | 4,108   |
| Administration costs           | 1,624   |
|                                | -----   |
|                                | 116,903 |
|                                | =====   |

9. PHAB running costs

|                          |        |
|--------------------------|--------|
| Respite Care             | 2,136  |
| Rates & Insurance        | 879    |
| Repairs & Depreciation   | 750    |
| Staff costs              | 85,295 |
| Courses & Training costs | 1,982  |
| Transport costs          | 4,253  |
| Administration costs     | 2,547  |
|                          | -----  |
|                          | 97,842 |
|                          | =====  |

10. Youth work running costs

|                          |        |
|--------------------------|--------|
| Rates & Insurance        | 6,047  |
| Staff costs              | 42,801 |
| Courses & Training costs | 4,555  |
| Transport costs          | 158    |
| Adminstration costs      | 1,548  |
|                          | -----  |
|                          | 55,109 |
|                          | =====  |

SURREY ASSOCIATION OF YOUTH CLUBS  
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NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1996

11. Management and Administration costs

|                            |         |
|----------------------------|---------|
| Office Rates & Services    | 7,441   |
| Administration Staff costs | 69,518  |
| Audit                      | 1,275   |
| Other Administration costs | 32,632  |
|                            | -----   |
|                            | 110,866 |
|                            | =====   |

12. SCRAPP running costs

|                          |        |
|--------------------------|--------|
| Consumables              | 3,169  |
| Rates & Insurance        | 6,032  |
| Repairs & Depreciation   | 94     |
| Staff costs              | 20,102 |
| Courses & Training costs | 6,415  |
| Transport costs          | 3,735  |
| Administration costs     | 1,874  |
|                          | -----  |
|                          | 41,421 |
|                          | =====  |

13. Fundraising costs

|                      |        |
|----------------------|--------|
| 200 Club             | 635    |
| Golf Day             | 4,250  |
| Staff costs          | 7,496  |
| Administration costs | 6,565  |
|                      | -----  |
|                      | 18,946 |
|                      | =====  |

14. Tangible Fixed Assets

|                       | Freehold<br>property | Equipment | Motor<br>vehicles | Total     |
|-----------------------|----------------------|-----------|-------------------|-----------|
| Cost                  | £                    | £         | £                 | £         |
| At 1 January 1995     | 626,400              | 6,974     | 11,138            | 644,512   |
| Additions             | NIL                  | 8,925     | NIL               | 8,925     |
| Disposals             | NIL                  | NIL       | NIL               | NIL       |
| Revaluation reduction | (326,400)            | NIL       | NIL               | (326,400) |
|                       | -----                | -----     | -----             | -----     |
| At 31 March 1996      | 300,000              | 15,899    | 11,138            | 327,037   |
|                       | =====                | =====     | =====             | =====     |

SURREY ASSOCIATION OF YOUTH CLUBS  
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SURREY PHAB LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1996

**Depreciation**

|                   |         |       |       |         |
|-------------------|---------|-------|-------|---------|
| At 1 January 1995 | NIL     | 5,718 | 8,138 | 13,856  |
| Charge            | NIL     | 2,545 | 750   | 3,295   |
| Disposals         | NIL     | NIL   | NIL   | NIL     |
|                   | ---     | ---   | ---   | ---     |
| At 31 March 1996  | NIL     | 8,263 | 8,888 | 17,151  |
|                   | ===     | ===== | ===== | =====   |
| Net Book Value    | 300,000 | 7,636 | 2,250 | 309,886 |
| at 31.3.96        | =====   | ===   | ===== | =====   |
| Net Book Value    | 626,400 | 1,256 | 3,000 | 630,656 |
| at 31.12.94       | =====   | ===== | ===== | =====   |

**Revaluation of buildings**

Buildings at Felbury House were revalued during the period in conjunction with the obtaining of the Bank loan. The reduced valuation was accepted as it was considered that this would give a more realistic view of the buildings and land.

|                     |           |
|---------------------|-----------|
| Loss on revaluation | £326,400  |
| Revaluation Account | (237,061) |
|                     | -----     |
| Unrestricted Funds  | ( 89,339) |
|                     | =====     |

**15. Debtors**

|                     |        |        |
|---------------------|--------|--------|
|                     | 1996   | 1994   |
| Due within one year |        |        |
| Sundry Debtors      | 10,424 | 13,232 |
| VAT                 | 1,729  | NIL    |
|                     | -----  | -----  |
|                     | 12,153 | 13,232 |
|                     | =====  | =====  |

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

|                     |        |        |
|---------------------|--------|--------|
|                     | 1996   | 1994   |
| Deposits in advance | 22,795 | 6,875  |
| Sundry Creditors    | 20,749 | 17,401 |
| Accruals            | 9,808  | 5,708  |
| Bank loan account   | 7,739  | NIL    |
| Bank overdraft      | 2,845  | NIL    |
|                     | -----  | -----  |
|                     | 63,936 | 30,004 |
|                     | =====  | =====  |

SURREY ASSOCIATION OF YOUTH CLUBS  
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SURREY PHAB LIMITED

NOTES TO THE FINANCIAL STATEMENTS  
for the period ended 31 March 1996

17. Creditors: amounts falling due  
after more than one year

|                   | 1996   | 1994  |
|-------------------|--------|-------|
| Bank loan account | 41,985 | NIL   |
|                   | =====  | ===== |

18. Funds of the charity

The restricted fund is represented by investment in 12% Exchequer Stock 2013 - 2017 and cash deposits and results from specific grants from Cass Sewell and deposits for replacement of transport and Phab courses.

19. Analysis of Fund Balances  
between the net assets

|                       | Unrestricted | Restricted | Total    |
|-----------------------|--------------|------------|----------|
| Tangible Fixed Assets | 309,886      | NIL        | 309,886  |
| Investments           | NIL          | 971        | 971      |
| Net current assets    | (46,488)     | 7,602      | (38,886) |
| Long Term liabilities | (41,985)     | NIL        | (41,985) |
|                       | -----        | -----      | -----    |
|                       | 221,413      | 8,573      | 229,986  |
|                       | =====        | =====      | =====    |