



## **WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS**

**(A company limited by guarantee and not having a share capital)**

### **ANNUAL REPORT AND ACCOUNTS**

**For the year ended**

**31 MARCH 2001**

Registered charity no	1056035
Registered Company no	3201917
Registered address	Arno House 63 Willes Road Leamington Spa Warwickshire CV31 1BN
Bankers	Barclays Bank plc 159 The Parade Leamington Spa CV32 4AZ
Solicitors	Wright Hassall 9 Clarendon Place Leamington Spa CV32 5QL
Auditors	Dafferns 32/34 Clarendon Street Leamington Spa CV32 4PG



## WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

PRESIDENT	M Dunne J P, Lord Lieutenant of Warwickshire
VICE PRESIDENTS	The Hon. Lady Smith-Ryland The Lady Butterworth Mrs B E Winstanley MBE (A), (FP)

### COUNCIL OF MANAGEMENT at 31 March 2001

Chairman	M J Kimberley	(FP), (PD)
Vice Chairman	G Wright	(FP)
Honorary Secretary	M Woodall	(FP)
Honorary Treasurer	A W Parsons FCA	(FP),
R J Aldenton	S Markham	
P Angier (PD)	T Nelson	
Miss H Bass	R Pogson	(A)
M Brewer	R Scott	(PD)
Mrs J Davies	A Smith	(R)
Miss L Earlam	J R Sorrell	(A)
H Kotecha		

*Each year a third of the Council of Management retire by rotation and are eligible for re-election.*

#### Committees:

A – Arts development    FP – Finance and Personnel    PD – Policy Development  
R – Resources

The Council of Management is attended by representatives of: Coventry City Council, Coventry Diocesan Education Committee, Solihull Metropolitan Borough Council, The Rank Foundation, Warwickshire Constabulary, Warwickshire County Council, Warwickshire Community Education Department, Youth Clubs UK.

**Financial Advisor**                      P V R Dickins FCA (FP)

#### Staff

Executive Director	William Clemmey	Danish Volunteer	Rikke Jorgensen
Office Supervisor	Sandra Martin	Springboard Environmental Youthworker	Sarah Disney
Secretary	Janet Kempton	Springboard Secretary	Di Perks
Arts Development worker	Lucy Bergonzi	Springboard Youth workers	Grant Edwards Liz Pollard
First Gear Co-ordinator	Phil Moodie	Volunteer Development Officer	Wendy Thompson
First Gear Worker	Anna Stowe	Youth Achievement Awards Youth Workers	Alan Adams Charlotte Brady Nicol Willis
Office Cleaner	Rikke Jorgensen	Fund Raising and Marketing	Cath Fletcher
Sports Worker	Tony Umpleby		

*The Association was formed as a Charity in 1954. From 1 April 1997 it was incorporated as a company limited by guarantee and is governed by a Memorandum and Articles of Association.*

**WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS**  
**ANNUAL REPORT OF THE COUNCIL OF MANAGEMENT**  
**for the year ended 31 March 2001**

The Council of Management present their report and the audited financial statements for the year ended 31 March 2001

**Objects**

The Objects of the Warwickshire Association of Youth Clubs are to support and assist young people up to the age of 25, and to enable them to make informed choices in the areas of education, health, training, independence and recreation.

This is provided primarily through the support offered to our affiliated clubs.

In all its work with young people the Association seeks to ensure equal opportunities, regardless of race, creed, sex or disability.

**Organisation**

The Charity is a Company Limited by Guarantee. The charity is run by the Executive Director, William Clemmey, who is answerable to the Council of Management. Sub Committees have been formed to deal with arts development; finance and personnel; fund raising; First Gear; policy development and resources. We are an Association of 98 youth groups working with over 6,000 young people and 800 youth workers in Warwickshire, Coventry and Solihull.

**Review of development, activities and achievements of the charity during the year.**

The last year has proved to be another exciting year for the development of the Association's work. The Rank Foundation funding for our arts work came to an end in August 2000 and we managed to continue funding the post until the end of the financial year. The Save The Children Young People and Violence Project involved graphic design work with young people in Lillington resulted in a series of "Words Hurt" posters being produced. The international youth exchange held in Leicester with our partners from Russia, Denmark and Belarus went well and as a result a poster was produced which went on display in buses in Coventry.

We are grateful for the continued support of the Community Fund (formerly the National Lottery Charities Board) towards our work. Our Springboard Project continues to grow with over 25 groups working with over 500 young people. Springboard has supported a range of environmental projects run by young people ranging from murals to building ponds. Our Volunteer Project has worked with over twenty youth achievement award groups. It has also trained and supported over thirty volunteers. We have also developed a Senior Members Training course and run youth worker training in partnership with Warwickshire Community Education Service. Our narrowboat Dream Catcher is now available for groups to use.

Our Summer Madness scheme was again a success working with disadvantaged young people during the summer.

First Gear has continued to take place in Warwickshire using the Gaydon Motor Heritage Centre. During the year eight courses were run involving over 125 young people. We have also received a Neighbourhood Support scheme grant from the National Youth Agency which means we have been able to run First Gear in Coventry.

Our office and administration staff continue to provide excellent support and back-up to our clubs and the youth work team.

Further details of our work can be found in our annual report.

**WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS  
ANNUAL REPORT OF THE COUNCIL OF MANAGEMENT  
for the year ended 31 March 2001  
Continued**

**Finance**

During the year the National Lottery Charities Board gave us a grant for our Volunteer Development Project and for our Springboard Project and for our Dream Catcher narrowboat. We were awarded a £90,000 grant over three years from the National Youth Agency for our Neighbourhood Support Fund for First Gear work in Coventry. During the year we were also awarded a three year contract of £449,000 to run the Millennium Volunteers programme in Warwick, Nuneaton and Bedworth, Rugby and Solihull Borough Council areas. This project started in July 2001. We are grateful to our many other donors for their continuing support for our work. Further details are given in the following pages.

**Ladies Committee**

We are grateful to the continued support from our Ladies Committee. This year they raised £9,093 for the Association's benefit through running the annual ball and the golf, tennis and bridge tournaments. Our special thanks go to Mrs B E Winstanley for co-ordinating this energetic group.

**Friends of the Association**

We are grateful to the Friends of the Association for their support throughout the year and especially for the Auction of Promises which raised £3,500 for our narrowboat Dream Catcher.

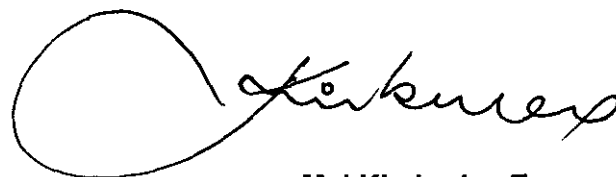
**Council of Management's responsibilities**

The Council of Management is required by charity legislation to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the results of the charity for that period.

In preparing the accounts, appropriate accounting policies have been used and applied consistently, reasonable and prudent judgements and estimates have been made and the accounts have been prepared on a going concern basis.

The Council of Management is responsible for maintaining adequate accounting records, for safeguarding the assets of the Charity and for taking reasonable steps for preventing and detecting fraud and other irregularities.

**On behalf of the Council of Management**



**M J Kimberley Esq  
Chairman**

24 September 2001

## **REPORT OF THE AUDITORS**

### **To the Members of The Warwickshire Association of Youth Clubs**

We have audited the accounts on pages 6 to 12 which have been prepared under the historical cost convention in accordance with the accounting policies set out on page 8.

#### **Respective responsibilities of Council of Management and auditors**

As described on page 4 the Council of Management are responsible for the preparation of the accounts. It is our responsibility to form an independent opinion based on our audit on those accounts and to report our opinion to you.

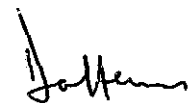
#### **Basis of opinion**

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 accounts. It also includes an assessment of the significant estimates and judgements made by the Executive Committee in the preparation of the accounts, 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 accounts are free from material misstatement, 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 accounts.

#### **Opinion**

In our opinion the accounts give a true and fair view of the state of the Charity's affairs at 31 March 2001 and of its statement of financial activities for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**Dafferns**  
**Registered auditors**  
**Chartered Accountants**

24 September 2001

**THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS LIMITED**  
**STATEMENT OF FINANCIAL ACTIVITIES**

**General Funds**  
**For the year ended 31 March 2001**

		Unrestricted funds £	Restricted Funds £	Designated Funds £	2001 Total £	2000 Total £
<b>Incoming resources</b>						
Special donations		25,000	64,000	-	89,000	25,000
Community Fund grants	3	4,001	76,420	-	80,421	115,316
Other Grants		17,424	-	-	17,424	15,818
Affiliation fees		6,181	-	-	6,181	5,587
Affiliated clubs		5,479	-	-	5,479	5,700
Rent received		13,182	-	-	13,182	9,897
Grants for sports development		1,576	-	-	1,576	9,607
Canal boat bookings and donations		4,581	-	-	4,581	2,596
Hire of minibus		3,983	-	-	3,983	3,314
International awareness		2,876	-	-	2,876	888
Donations for arts development		3,092	4,865	-	7,957	58,016
Fund raising		22,695	-	-	22,695	15,515
Summer Madness Scheme		16,422	-	-	16,422	7,204
Administration recharges		24,335	-	-	24,335	11,119
Bank interest		307	3,455	3,174	6,936	4,775
DFEE Project		-	4,550	-	4,550	-
Mental Health		-	1,200	-	1,200	-
Right Start		-	425	-	425	-
Young people & violence		-	5,942	-	5,942	1,392
First gear		-	45,949	-	45,949	19,048
NYA First Gear		-	15,315	-	15,315	-
Springboard		-	2,041	-	2,041	2,148
Escape Scream Police		-	40	-	40	1,353
Volunteer project		-	5,063	-	5,063	2,730
<b>Total incoming resources</b>		<b>151,134</b>	<b>229,265</b>	<b>3,174</b>	<b>383,573</b>	<b>317,023</b>
<b>Resources expended</b>						
Direct charitable expenditure	4	123,904	183,619	-	307,523	267,958
Fundraising and publicity	5	26,516	-	-	26,516	17,018
Management and administration of the Charity	6	-	-	-	-	-
		<b>150,420</b>	<b>183,619</b>	<b>-</b>	<b>334,039</b>	<b>284,976</b>
<b>Net incoming (outgoing) resources for the year</b>		<b>714</b>	<b>45,646</b>	<b>3,174</b>	<b>49,534</b>	<b>32,047</b>
Donation of computers		-	-	-	-	2,290
<b>Net incoming (outgoing) resources after transfers</b>		<b>714</b>	<b>45,646</b>	<b>3,174</b>	<b>49,534</b>	<b>34,337</b>
Fund balances at 1 April 2000		119,836	76,928	79,434	276,198	241,861
<b>Fund balances at 31 March 2001</b>		<b>120,550</b>	<b>122,574</b>	<b>82,608</b>	<b>325,732</b>	<b>276,198</b>

**Continuing operations**

No activities were discontinued during the year.

**Total Recognised gains and losses**

The Charity has no recognised gains or losses other than those noted above.

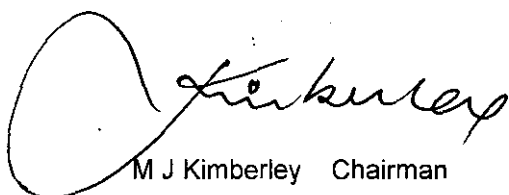
# THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS LIMITED

## BALANCE SHEET

At 31 March 2001

	Note	2001		2000	
		£	£	£	£
<b>Fixed Assets</b>	9		113,888		124,677
<b>Current assets</b>					
Debtors	10	7,144		9,581	
Bank accounts		167,828		99,669	
Building Society deposit		62,577		69,930	
		<u>237,549</u>		<u>179,180</u>	
Less creditors					
Amounts falling due within one year	11	<u>25,705</u>		<u>27,659</u>	
			211,844		151,521
			<u>325,732</u>		<u>276,198</u>
<b>Represented by:</b>					
<b>Funds</b>					
General fund	12		120,550		119,836
Restricted funds			122,574		76,928
Designated funds			82,608		79,434
			<u>325,732</u>		<u>276,198</u>

These financial statements were approved by the Council of Management  
On 24 September 2001 and signed on their behalf by



M J Kimberley Chairman

The notes on pages 8 to 12 form part of these accounts

# THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

## NOTES TO ACCOUNTS

At 31 March 2001

### 1 Accounting policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow the recommendations in Statement of Recommended Practice: Accounting by Charities (SORP) issued October 1995.
- b) Voluntary income is received by way of donations and is included in full in the Statement of Financial Activities for the year to which they relate.
- c) Grants are recognised in full in the Statement of Financial Activities for the year to which they relate.
- d) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund, together with a fair allocation of management and support costs. The Restricted funds have year ends different to the Unrestricted fund.
- e) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds.
- f) Designated funds are unrestricted funds earmarked by the Council of Management for particular purposes.
- g) Staff costs and overhead expenses are allocated to activities on the basis of staff time spent on those activities.
- h) Administration costs of the charity relate to the costs of running the charity and include any costs which cannot be specifically identified to another expenditure classification.
- i) Depreciation is provided on tangible assets in use at rates calculated to write off the cost of the asset over their estimated useful lives, which for motor vehicles is 5 years, office equipment 4 years, computers 3 years and canal boat 20 years. No depreciation has been applied to the freehold premises, since the Council of Management consider the value to be well in excess of the book value. Assets purchased for all restricted funds are written off in full in the year of purchase.
- j) Costs in respect of operating leases are charged in arriving at the operating profit on a straight line basis over the lease term.

### 2 Taxation status

The Warwickshire Association of Youth Clubs is a registered charity and as such is entitled to the exemption provided by Section 505 of the ICTA 1988 and Section 256 of the TCGA 1992 from Corporation Tax. There are no trading profits on which Corporation tax is payable.

### 3 Community Fund grants

	2001 £	2000 £
<b>Unrestricted Fund</b>		
Canal Boat	<u>4,001</u>	-
<b>Restricted Funds</b>		
Canal boat	-	3,899
Volunteer project	20,376	49,956
Springboard	<u>56,044</u>	<u>61,461</u>
	<u>76,420</u>	<u>115,316</u>



# THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

## NOTES TO ACCOUNTS, continued

At 31 March 2001

	Unrestricted Funds £	Restricted funds £	Total 2001 £	Total 2000 £
<b>4 Direct charitable expenditure</b>				
Insurance and affiliation fees	4,503	-	4,503	5,772
Occupancy costs	6,779	-	6,779	10,796
Sports development	3,441	-	3,441	8,751
Canal boat	11,989	-	11,989	5,924
Minibus	6,774	-	6,774	5,020
International Awareness	2,876	-	2,876	-
Arts development	7,361	35,398	42,759	42,541
Summer Madness Scheme	16,549	-	16,549	7,746
Salaries and office costs	62,484	-	62,484	61,943
Argyle-Robinson grants	-	1,250	1,250	-
DFEE project	-	1,868	1,868	-
Young People and Violence	-	7,298	7,298	60
First Gear	-	29,706	29,706	22,804
NYA First Gear	-	21,380	21,380	-
Springboard project	-	44,049	44,049	45,361
Escape Scream Police	-	514	514	2,391
Volunteer project	-	40,875	40,875	42,780
Millennium Volunteers	-	1,281	1,281	514
Right now	-	-	-	283
Staff travel costs	652	-	652	4,352
Audit	126	-	126	340
Legal and professional charges	370	-	370	580
	123,904	183,619	307,523	267,958
<b>5 Fundraising and publicity</b>				
Salary	18,191	-	18,191	10,394
Pension	1,468	-	1,468	-
Other costs	6,857	-	6,857	6,624
	26,516	-	26,516	17,018

## 6 Management and administration of the Charity

All expenditure directly related to the objects of the charity.

# THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

## NOTES TO ACCOUNTS, continued

At 31 March 2001

<b>7 Total Resources expended</b>	<b>Staff costs</b>	<b>Depreciation</b>	<b>Other costs</b>	<b>Total 2001</b>	<b>Total 2000</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Direct charitable expenditure	152,542	13,052	141,929	307,523	267,958
Fundraising and publicity	19,659	-	6,857	26,516	17,018
Management and administration of the Charity	-	-	-	-	-
	<u>172,201</u>	<u>13,052</u>	<u>148,786</u>	<u>334,039</u>	<u>284,976</u>

	<b>2001</b>		<b>2000</b>	
<b>Staff costs, including restricted funds</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Salaries		149,561		145,060
Social Security		13,182		10,872
Pensions		9,458		7,487
		<u>172,201</u>		<u>163,419</u>
<b>Other costs</b>				
<b>WAYC</b>				
Insurance and affiliation fees	4,503		5,772	
Occupancy costs	4,905		8,922	
Sports Development	1,593		1,122	
Canal Boat	8,712		5,085	
Minibus	3,819		2,065	
Fund Raising	6,857		6,624	
International Awareness	2,876		-	
Arts Development	5,430		-	
Summer Madness Scheme	13,507		6,196	
Administration	6,922		8,998	
<b>Restricted Funds</b>		59,124		44,784
Young People and Violence	4,315		-	
Rank Arts	23,019		24,251	
First Gear	21,892		12,541	
NYA First Gear	13,568		-	
Springboard project	12,993		17,129	
Escape Scream Police	514		2,391	
Volunteer project	10,279		9,027	
Millennium Volunteers	1,281		-	
Miscellaneous	1,801		857	
		<u>89,662</u>		<u>66,196</u>
		<u>148,786</u>		<u>155,764</u>

The average number of employees (part-time and full time) during the year was as follows:

	<b>2001</b>	<b>2000</b>
Summer Madness Scheme	1	1
Sports Development	1	1
Volunteer project	5	2
Fund Raising	1	1
First Gear	2	1
Arts development	1	2
Springboard project	4	3
Administration	3	3
	<u>18</u>	<u>14</u>

# THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

## NOTES TO ACCOUNTS Continued At 31 March 2001

### 8 Council of Management's remuneration and expenses

The Chairman received re-imbursement of expenses of £275 (2000 £825). One other Council of Management member received re-imbursement of travel expenses.

### 9 Fixed assets

	Arno House £	Motor Vehicles £	Canal boat £	Equipment £	Total £
<b>Cost or valuation</b>					
At 1 April 2000 Cost	34,182	32,587	71,419	15,359	153,547
Additions	-	-	1,513	750	2,263
At 31 March 2001	34,182	32,587	72,932	16,109	155,810
<b>Depreciation</b>					
At 1 April 2000	-	15,490	1,419	11,961	28,870
Charge for year	-	6,518	3,647	2,887	13,052
At 31 March 2001	-	22,008	5,066	14,848	41,922
<b>Net book value</b>					
At 31 March 2001	34,182	10,579	67,866	1,261	113,888
At 31 March 2000	34,182	17,097	70,000	3,398	124,677

### 10 Debtors

	2001 £	2000 £
Owing from affiliated clubs	106	177
Prepayments	5,215	9,188
Grants received since 31 March relating to 2000/01	1,823	-
Other	-	216
	7,144	9,581

### 11 Creditors: Amounts falling due within one year

Accrued charges	6,583	3,641
Affiliation fees and insurance received relating to 2001/02	628	1,860
Grants received for expending in 2001/02	2,544	6,210
Other	15,950	15,948
	25,705	27,659

### 12 General fund

As at 31 March 2000	119,836	86,535
Net incoming resources before transfers	714	(13,408)
Transfer from canal boat fund	-	44,419
Cost of computers donated	-	2,290
As at 31 March 2001	120,550	119,836

# THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

## NOTES TO ACCOUNTS Continued At 31 March 2001

13 Restricted funds	Balance at 31 March 2000 £	Movement in year £	Balance at 31 March 2001 £
DFEE Project	-	2,682	2,682
Mental Health	-	1,200	1,200
Right Start	-	425	425
Arts Development	30,314	(30,314)	-
Young People and Violence	1,356	(1,356)	-
First Gear	2,216	17,183	19,399
NYA First Gear	-	(6,065)	(6,065)
Millennium Volunteers	-	(1,281)	(1,281)
Volunteer project	21,308	(15,160)	6,148
Escape Scream Police	474	(474)	-
Springboard project	21,260	14,806	36,066
Argyle-Robinson fund		64,000	64,000
	76,928	45,646	122,574

The DFEE Project are a variety of projects funded by the DFEE through U K Youth.

The Mental Health Project is a peer led mental health project.

The Right Start is a healthy living project funded by Barnardos.

Arts Development saw the completion of the Rank Foundation funded arts project.

Young People and Violence relates to a grant from Save the Children and UK Youth.

First Gear is used to fund a project for young motor car drivers.

NYA First Gear is a National Youth Agency Neighbourhood Support Funded Project and works in Coventry with young people of 14-25 using First Gear and Youth Achievement Awards in its work.

Millennium Volunteers is a DFEE funded project to encourage volunteering amongst 16 to 25 year olds.

The Volunteer Project recruits and trains volunteers, funded by the Community Fund.

Escape Scream Police is a self protection course for young people.

Springboard project is an Environmental Youth project funded by the Community Fund.

The Argyle-Robinson Fund has been given in memory of Ronald Geoffrey Argyle-Robinson for the support of our work with youth groups in Leamington, Radford Semele, Whitnash and Bishops Tachbrook. Under the agreement £2,500 out of the interest earned will be used annually for this purpose over the next ten years. A decision will then be made for the disbursement of the fund.

14 Analysis of Net Assets between funds	Restricted Funds £	Designated £	General £	Total £
Fund balances are represented by:				
<b>Fixed assets</b>	-	-	113,888	113,888
<b>Current assets</b>				
Cash at Bank	71,391	3,985	92,452	167,828
Building Society deposit	62,577	-	-	62,577
Debtors	1,823	-	5,321	7,144
Creditors falling within one year	(3,750)	-	(21,955)	(25,705)
Owing (to)/from funds	(9,467)	78,623	(69,156)	-
<b>Total current assets</b>	122,574	82,608	6,662	211,844
<b>Total Assets</b>	122,574	82,608	120,550	325,732

### 15 Commitments

At 31 March 2001 the Charity had an annual commitment of £ nil (2000 £1,410) in respect of operating leases for plant and machinery