

THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

NOTES TO ACCOUNTS Continued At 31 March 1999

10 Analysis of Net Assets between funds

	Restricted funds £	Unrestricted funds Designated £	General £	Total £
Fund balances are represented by:				
Fixed assets				
			84,545	84,545
Current assets				
Cash at Bank	5,227	22,940	60,240	88,407
Building Society deposit	9,609	51,038	-	60,647
Debtors	2,748	-	28,066	30,814
Creditors falling within one year	(7,928)	-	(14,624)	(22,552)
Owing to/from funds	62,100	9,592	(71,692)	-
	71,756	83,570	1,990	157,316
Total Assets	71,756	83,570	86,535	241,861

11 Commitments

At 31 March 1999 the Charity had an annual commitment of £1,410 (1998 £1,410) in respect of operating leases for plant and machinery



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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 1999

Registered charity no	1056035
Registered Company no	3201917
Registered address	Armo House 63 Willes Road Leamington Spa Warwickshire CV31 1BN
Bankers	Barclays Bank plc 159 The Parade Leamington Spa
Solicitors	Blythe Liggins Edmund House Rugby Road Leamington Spa
Auditors	Daffern & Co 32/34 Clarendon Street Leamington Spa



WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

PRESIDENT

M Dunne J P, Lord Lieutenant of Warwickshire

VICE PRESIDENTS

The Hon. Lady Smith-Ryland
The Lady Buttenworth
Mrs B E Winstanley (A), (FP)

COUNCIL OF MANAGEMENT at 31 March 1999

Chairman *M J Kimberley (FP), (PD)
Honorary Secretary Prof D Locke (PD)
Honorary Treasurer A W Parsons FCA (FP), (PD)

*R J Alderton
P Angler (PD)
*M Brewer
Mrs J Davies
C Grocock
Miss D James
H Kotecha
S Markham
T Nelson
*J Purewal
J R Sorrell (A), (PD)
M H Woodall (FP)
*Miss F Wyatt (FP), (PD)

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

Committees:
A - Arts development FP - Finance and personnel PD - Policy development

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 Dickens FCA (FP)

Staff

Executive Director	William Clemmey	Rank Gapper	Emma Higgins
Development Officer	Janice Pennel	Springboard Environmental Youthworker	Sarah Disney
Office Supervisor	Sandra Martin	Springboard Secretary	Di Parks
Secretary	Margaret Clements	Volunteer Development Officer	Wendy Thompson
Arts Development worker	Marie-Claire Child	Youth Achievement Awards Moderators	Nik Paddison Holly Magson
Discovering Arts worker	Martin Green	Fund Raising Secretary	Nik Paddison
Escape Scream Police	Steve Hyde	First Gear Co-ordinator	Nik Paddison
Office Cleaner	Annie O'Mahoney		

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.

THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

NOTES TO ACCOUNTS Continued At 31 March 1999

	1999	1998
8 General fund	£	£
As at 31 March 1998	113,317	59,593
Net incoming resources before transfers	(1,055)	(2,776)
Transfer from canal boat fund	-	42,000
Amount written off the cost of the canal boat	(30,066)	-
Transfer from vehicle fund	-	13,103
Transfer from resources fund	4,339	1,397
	86,535	113,317

	Balance at 31 March 1998	Movement in year	Balance at 31 March 1999
9 Restricted funds	£	£	£
Canal boat	48,511	(12,527)	35,984
Arts development	19,504	(5,283)	14,221
First Gear	8,687	(2,864)	5,823
Right Now	866	(587)	279
Deadline Challenge	774	(260)	514
Volunteer project	10,584	255	10,839
Escape Scream Police	-	1,512	1,512
Springboard	-	2,594	2,594
	88,926	(17,170)	71,756

The Canal boat fund relates to a grant received from the National Lottery to equip a narrowboat to hire out to member clubs. Work is now proceeding on its construction although the original contractor went into liquidation resulting in a loss in asset value to the Association.

Arts Development derives from grants received from the Rank Foundation for arts work in the area.

The Vehicles account is used to fund the purchase of new vehicles

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

Right Now is a youth rights project funded by Save the Children, Youth Clubs UK and the Arts Council

Deadline Challenge is an environmental project funded by Shell Better Britain.

The Volunteer Project is a project for recruiting and training volunteers, funded by the National Lottery. It also runs the Youth Achievement Awards.

Escape Scream Police is a training course to help young people being bullied and to help them if attacked on the street.

Springboard project is a National Lottery funded Environmental Youth project.

WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS ANNUAL REPORT OF THE COUNCIL OF MANAGEMENT for the year ended 31 March 1999

The Council of Management present their report and the audited financial statements for the year ended 31 March 1999

4	Staff costs	1999 £	1998 £
	Staff costs during the year were as follows:		
	Salaries and wages	114,747	77,940
	Social security costs	10,499	7,069
	Pension contributions	7,534	3,851
		132,780	88,860
	The average number of employees (part-time and full time) during the year was as follows:	11	8

5	Fixed assets	Arno House £	Motor vehicles £	Canal boat £	Equipment £	Total £
	Cost					
	At 1 April 1998	30,182	38,640	57,066	13,069	138,957
	Additions	-	26,446	-	-	26,446
	Disposals	-	(32,499)	-	-	(32,499)
	At 31 March 1999	30,182	32,587	57,066	13,069	132,904

	Depreciation					
	At 1 April 1998	-	23,355	-	7,446	30,801
	Charge for year	-	6,517	-	1,874	8,391
	Additional write off	-	-	30,066	-	30,066
	Disposal	-	(20,899)	-	-	(20,899)
	At 31 March 1999	-	8,973	30,066	9,320	48,359

	Net book value					
	At 31 March 1999	30,182	23,614	27,000	3,749	84,545

6	Debtors	1999 £	1998 £
	Owing from affiliated clubs	973	2,152
	Payments in advance	2,054	5,415
	Grants received since 31 March relating to 1998/99	21,120	4,840
	Other	6,867	734
		30,814	13,141

7	Creditors: Amounts falling due within one year	1999 £	1998 £
	Accrued charges	6,013	2,031
	Affiliation fees and insurance received relating to 1999/00	3,103	4,061
	Grants received for expending in 1999/00	11,118	5,800
	Other	2,318	3,100
		22,552	14,992

Objects
The Warwickshire Association of Youth Clubs was established as a charity in 1954 to meet the needs of youth organisations working with young people up to the age of 25. Our objects are to support and assist young people 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 Association is a Registered Charity and 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; and policy development. We are an Association of 117 youth clubs working with over 10,000 young people and over 1,000 youth workers in Warwickshire, Coventry and Solihull.

Review of development, activities and achievements of the charity during the year.
Thanks to funding from the National Lotteries Charities Board two new projects started this year.

The first was our Volunteer Development Project which has set up fifteen Youth Achievement Awards groups, involving over 250 young people. We were very pleased when the Youth Achievement Awards scheme was praised at the recent Ofsted inspection of Warwickshire Youth Service. The project also has established procedures for working with our volunteers as well as offering them training. The second was our Springboard Environmental Youth Project. This involved setting up Springboard Environmental youth groups and ten were established in the first year, involving over 200 young people. The project involves these groups in organising an environmental youth project in their locality. There is also an annual environmental youth conference which will be held in November 1999.

This year we were also awarded funding for a local NYPEN (Young National Environmental Network) Project. The group of 21 young people worked well together and one of the results is a set of environmental posters available for sale.

Our sports and activities work continued with a number of competitions being run. We also piloted the Youth Achievement Award through Sport on behalf of Youth Clubs UK. Thanks to S R B (Single Regeneration Budget) funding we were able to employ a First Gear Co-ordinator. This is our pre learner driving course which also received praise from Ofsted. Eight course involving over 100 young people were run during the year in partnership with Double Take (Careers), Social Services, the Youth Offending Team, Warwickshire Community Education and local clubs.

Our Rank Foundation Arts Project continued to develop. A highlight of the year was a quadrilateral youth exchange in Russia together with our partners from Belarus and Denmark. This year we launched the Discovering Arts Programme which offers a variety of arts workshops.

Our office and administration staff continue to provide excellent support and back-up to our clubs and the youthwork team. Further details can be found in our annual report which form part of these accounts.

WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS
ANNUAL REPORT OF THE COUNCIL OF MANAGEMENT
for the year ended 31 March 1999
Continued

Finance
During the year £27,905 was received from Rank Foundation to develop the Arts Project. The National Lottery Charities Board gave £29,131 for our Volunteer Development Project and £19,700 for our Springboard Project. The Single Regeneration budget gave £20,000 for the First Gear and we received £6,500 for the NYPEN Project. 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 £6,660 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.

Flood
During the early morning of Good Friday on 10 April 1998 the River Leam flooded and flowed into our basement destroying all our equipment and resources stored there. Fortunately we were adequately insured for this loss. However, it has severely affected our work and the service that we have been able to offer during the year.

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

20 September 1999


M J Kimberley Esq
Chairman

THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS

NOTES TO ACCOUNTS
At 31 March 1999

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.			
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 its estimated useful life, which for motor vehicles is 5 years, office equipment 4 years and computers 2 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 other than the canal boat and vehicles fund 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 a) Net incoming resources before transfers	1999	1998	
Net incoming resources before transfers is stated after charging:-	Income	Expenditure	Income
Auditors' remuneration	£	£	£
Depreciation on tangible assets	154	306	6,002
Hire of plant and machinery	8,391	2,580	740
Other operating leases	1,410		
Surplus on sale of fixed assets	7,229	1,000	
b) Administration expenses	11,645	7,572	
Recharges	50,467	45,187	
Salaries and social services	3,753	3,851	
Pensions	8,010	7,103	
Office administration	514	961	
Computer costs	550	550	
Chairman's allowance	1,597	1,492	
Staff travel costs	154	200	
Audit	546	577	
Sundries	3,562	1,228	
Depreciation of cars and computer	11,645	69,153	7,572
			61,149

THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS LIMITED

BALANCE SHEET

At 31 March 1999

	Note	1999 £	1999 £	1998 £	1998 £
Fixed Assets	5		84,545		108,156
Current assets	6				
Debtors		30,814		13,141	
Bank accounts		88,407		58,759	
Building Society deposit		60,647		117,260	
		<u>179,868</u>		<u>189,160</u>	
Less creditors	7				
Amounts falling due within one year		(22,552)	157,316	(14,982)	174,168
			<u>241,861</u>		<u>282,324</u>
Represented by:					
Funds	8		86,535		113,317
General fund			71,756		88,926
Restricted funds	9		83,570		80,081
Designated funds			<u>241,861</u>		<u>282,324</u>

These financial statements were approved by the Council of Management
On 20 September 1999 and signed on their behalf by



M J Kimberley Chairman

The notes on pages 9 to 12 form part of these accounts

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 9.

Respective responsibilities of Council of Management and auditors

As described on page 3 the Council of Management is 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 1999 and of its statement of financial activities for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Daffern & Co

Registered auditors
Chartered Accountants

20 September 1999

THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES

General Funds

For the year ended 31 March 1999

	Unrestricted funds	Restricted funds	Designated funds	Total	1998 Total
Incoming resources	£	£	£	£	£
Donations	26,838			26,838	27,791
Grants	18,551			18,551	18,852
Affiliation fees	5,435			5,435	5,716
Association	5,481			5,481	12,391
Arno House	10,990			10,990	5,140
Sports development	13,976			13,976	13,872
Canal boat		1,350		1,350	81,479
Minibus	1,917			1,917	5,285
International awareness	22,595			22,595	1,159
Bank interest	2,782		4,289	7,071	4,215
Fund raising	10,060			10,060	8,827
Summer Madness A C	7,905			7,905	6,533
Administration expenses	12,400			12,400	7,572
Arts development		29,257		29,257	33,719
Vehicles		3,538		3,538	
First gear		15,754		15,754	3,059
Right now		6,604		6,604	5,851
Deadline challenge		(200)		(200)	1,300
Springboard		23,935		23,935	
Escape Scream Police		2,282		2,282	
Volunteer project		30,430		30,430	12,630
Surplus on disposal of assets	7,229			7,229	1,000
Total incoming resources	146,159	112,950	4,289	263,398	256,191

THE WARWICKSHIRE ASSOCIATION OF YOUTH CLUBS LIMITED
STATEMENT OF FINANCIAL ACTIVITIES

General Funds Continued

For the year ended 31 March 1999

	Unrestricted funds	Restricted funds	Designated funds	Total	1998 Total
Resources expended	£	£	£	£	£
Direct charitable expenditure					
Association	6,954			6,954	5,545
Arno House	8,857			8,857	9,429
Sports development	16,537			16,537	18,136
Canal boat		13,877		13,877	2,968
Minibus	8,079			8,079	4,192
International awareness	22,595			22,595	1,056
Fund raising	3,789			3,789	5,978
Summer Madness A C	10,951			10,951	8,550
Administration expenses	69,452			69,452	61,149
Arts development		34,550		34,550	31,871
First gear		18,618		18,618	3,932
Right now		7,191		7,191	4,985
Deadline challenge		60		60	526
Springboard		21,341		21,341	
Escape Scream Police		770		770	
Volunteer project		30,175		30,175	2,046
Total resources expended	147,214	126,562	0	273,796	160,363
Net incoming resources	(1,055)	(13,632)	4,289	(10,398)	95,828
Transfers between funds	4,339	(3,538)	(801)	-	-
Additional amount written off the canal boat	(30,066)			(30,066)	
Net incoming resources after transfers	(26,782)	(17,170)	3,488	(40,464)	95,828
Fund balances at 1 April 1998	113,317	88,926	80,082	282,325	186,496
Fund balances at 31 March 1999	86,535	71,756	83,570	241,861	282,324

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.