

Company No: 4497806

DOCKLANDS YOUTH SERVICE
(Limited By Guarantee)

REPORT AND ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2004

ALAN PARDOE FCA
CHARTERED ACCOUNTANT
and
REGISTERED AUDITOR
52 Owen Gardens
Woodford Green
Essex IG8 8DJ

Tel/Fax: 020 8504 4690



DOCKLANDS YOUTH SERVICE

FOR THE YEAR ENDED

31 MARCH 2004

INDEX

	Page
General information	2
Report of the Directors	3 – 4
Report of the auditor	5 – 6
Statement of financial activities	7 – 8
Balance sheet	9
Statement of Directors' responsibilities	10
Accounting policies	11
Notes to the accounts	11 – 13
Cashflow statement	14

DOCKLANDS YOUTH SERVICE

FOR THE YEAR ENDED 31 MARCH 2004

GENERAL INFORMATION

Company Registration No: 4497806

Directors:

M E Tracey – Chair
M Bailey
J C Blain – resigned 10 May 2004
Sister C Frost
S D Hitches
E Lewis

Secretary:

Mr J Parker
Church Cottage
Darenth Hill
Dartford
Kent DA2 7QY

Registered Office:

37 Rushey Green
Catford
London SE6 4AS

Bankers:

The Co-operative Bank plc
P.O. Box 101
1 Balloon Street
Manchester M60 4EP

DOCKLANDS YOUTH SERVICE

LIMITED BY GUARANTEE

REPORT OF THE DIRECTORS

FOR THE YEAR ENDED 31 MARCH 2004

The Directors (who are also the Trustees) present their report and financial statements of the company for the year ended 31 March 2004. The company is limited by guarantee without a share capital.

Status of the Company – Limited by Guarantee

The liability of the Members is limited. Every Member of the Company undertakes to contribute such amount as may be required but not exceeding £1 to the Company's assets if it should be wound up.

Principal Activities

The principal objects of the Company are to help children and young people, especially but not exclusively through recreation and leisure time activities and supplementary education so as to develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and members of a multicultural society.

The Directors

The Directors of the company are listed on page 2 – General Information.

Result

The result for the period is shown in the statement of financial activities on pages 7 and 8.

Review of Operations

This has been a busy year for Docklands Youth Service. Following on from successfully registering Docklands Youth Service as a Limited Company, we have been working towards full Charitable status for the organisation. However, we have been unable to meet our target this year as the loss of our part-time Administrator has meant that we have not been able to pursue this development owing to the constraints on the time of members.

This issue has highlighted the need for Docklands Youth Service to recruit a Co-ordinator who will be able to undertake the tasks required to take the organisation forward. Members of the Executive Committee have been working on a Single Regeneration Bid with the aim of raising sufficient funding. This has proven to be an extremely lengthy process and we are only in the preliminary stages at present.

DOCKLANDS YOUTH SERVICE

LIMITED BY GUARANTEE

REPORT OF THE DIRECTORS - continued

FOR THE YEAR ENDED 31 MARCH 2004

Affiliated member groups have continued to provide many positive services for children and young people in the Isle of Dogs throughout the year. This Summer Programme was extremely successful with a diverse range of activities on offer to suit different groups. Activities included: Arts and Crafts, Environmental Workshops, Performing Arts, Sports, Video Training, Residentials and trips out.

The Summer Programme ran for four weeks during August, an average of 400 children and young people attending each day. Docklands Youth Service received funding directly from IDCF and Children's Fund to allocated to affiliated groups towards their programme costs.

Docklands Youth Service aims to build on the successes of the past year, working towards developing and improving services for children and young people in the Isle of Dogs.



J B PARKER
Secretary

Date: 29 NOVEMBER 2004

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF DOCKLANDS YOUTH SERVICE

I have audited the financial statements of Docklands Youth Service for the year ended 31 March 2004 which comprise of the statement of financial activities, the balance sheet, the cash flow statement and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective Responsibilities of Directors and the Auditor

The Directors' responsibilities for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Directors' Responsibilities. My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

I report to you my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. I also report to you if, in my opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by law regarding Directors' remuneration and transactions with the company is not disclosed.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises only the Directors' Report and General Information. I consider the implications for my report if I become aware of any apparent misstatements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

Basis of Audit Opinion

I conducted my audit in accordance with United Kingdom 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 Directors in the preparation of the financial statements and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF
DOCKLANDS YOUTH SERVICE – continued**

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

Opinion

In my opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2004 and of its statement of financial activities for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Alan Pardoe
Registered Auditor
52 Owen Gardens
Woodford Green
Essex IG8 8DJ

Date: 30 NOVEMBER 2004

DOCKLANDS YOUTH SERVICE**STATEMENT OF FINANCIAL ACTIVITIES****FOR THE YEAR ENDED 31 MARCH 2004**

	Notes	Unrestricted Funds <u>2004</u> £	Restricted Funds <u>2004</u> £	Total Funds <u>2004</u> £	Total Funds <u>2003</u> £
Incoming resources:					
London Borough of Tower Hamlets		-	38,750	38,750	-
Grants from local organisations:					
Isle of Dogs Community Foundation		-	40,000	40,000	41,150
East End Community Trust		-	-	-	7,000
		-	78,750	78,750	48,150
Membership fees		80	-	80	70
Interest received		6	15	21	10
Total incoming resources	6	86	78,765	78,851	48,230
Resources expended:					
Direct charitable expenditure	3	-	69,839	69,839	41,968
Publicity & promotion		-	-	-	660
Management & administration expenditure	4	245	3,645	3,890	384
Total resources expended	5	245	73,484	73,729	43,012
Net incoming/(outgoing) resources before transfers		(159)	5,281	5,122	5,218
Taxation		1	3	4	2
Net incoming/(outgoing) resources for the year		(160)	5,278	5,118	5,216
Fund balance brought forward from 31 Mar 2003		10	5,206	5,216	-
Fund balance carried forward at 31 March 2004		(150)	10,484	£10,334	£5,216

DOCKLANDS YOUTH SERVICE

STATEMENT OF FINANCIAL ACTIVITIES – continued

FOR THE YEAR ENDED 31 MARCH 2004

There were no recognised gains or losses other than those included in the above statement of financial activities.

All the organisation's operations are classed as continuing.

The notes on pages 11 to 13 form part of these financial statements.

DOCKLANDS YOUTH SERVICE

BALANCE SHEET

AT 31 MARCH 2004

	<u>2004</u>	<u>2003</u>
	£	£
Current Assets		
Sundry debtors	8,750	-
Cash at bank	<u>16,835</u>	<u>5,391</u>
	<u>25,585</u>	<u>5,391</u>
 Less – Current Liabilities		
Creditors – amounts falling due within one year:		
Sundry creditors and accruals	<u>15,251</u>	<u>175</u>
	<u>15,251</u>	<u>175</u>
 Net Assets	<u>£10,334</u>	<u>£5,216</u>
 Represented by:		
Unrestricted funds	(150)	10
Restricted funds	<u>10,484</u>	<u>5,206</u>
 At 31 March 2004	<u>£10,334</u>	<u>£5,216</u>

Approved by the Board of Directors on 29 November 2004 and signed on its behalf by

M. Tracey
Director

The notes on page 11 and 13 form part of these accounts.

DOCKLANDS YOUTH SERVICE

STATEMENT OF THE DIRECTORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2004

Company law require the Directors to prepare accounts for each financial period which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that year. In preparing those accounts, the Directors are required to:

select suitable accounting policies and then apply them consistently;

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 accounts;

prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and to enable them to ensure that the accounts comply with the Companies Act 1985. The Directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The accounting policies selected are set out on page 11.

DOCKLANDS YOUTH SERVICE

ACCOUNTING POLICIES

1. Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with applicable accounting standards.

Donations, gifts and other income

Donations, gifts and other income are credited as income in the year in which they are received.

Grants receivable

Subject to the following, grants are credited as income in the year in which they are receivable. Grants received for specific purposes are accounted for as restricted funds. Where donor-imposed restrictions apply to the timing of the related expenditure as a pre-condition for its use, the grant is treated as deferred income until those restrictions are met.

Charitable expenditure

Direct charitable expenditure includes all expenditure incurred on grants awarded or on other schemes run in pursuance of the Charity's objectives under its Charter. The direct costs of supporting these activities, including staff, establishment and other overhead costs are separately analysed and shown as support costs under this heading.

Tangible fixed assets

Major expenditure on tangible fixed assets will be capitalised. The cost of other items is written off as incurred.

Grants receivable in respect of expenditure on tangible fixed assets will be off-set against the cost and the net amount will be amortized by equal instalments.

Going concern

The accounts have been prepared on a going concern basis as the Directors consider that the current and future sources of funding or support will be adequate for the Charity's needs.

Transfers

The Directors may approve the transfer of any deficit from restricted funds to unrestricted funds from time to time.

Notes To The Accounts

2. Directors, Employees and Staff Costs

There were no direct employees of the Company during the period ended 31 March 2004. The Directors are not employed by the Company and receive no remuneration for their services.

DOCKLANDS YOUTH SERVICE

NOTES TO THE ACCOUNTS - continued

FOR THE YEAR ENDED 31 MARCH 2004

	<u>Unrestricted Funds – 2004</u>	<u>Restricted Funds – 2004</u>	<u>Total 2003</u>
	<u>£</u>	<u>£</u>	<u>£</u>
3. Direct Expenditure			
Summer programme	-	38,000	41,968
Childrens' fund – mediation	-	31,839	-
	<u>£ -</u>	<u>£69,839</u>	<u>£41,968</u>

4. Management and Administration Expenditure of the Charity

Printing, stationery and postage	19	-	-
Secretarial and administration	191	3,400	206
Audit	35	245	175
Bank interest and charges	-	-	3
	<u>£245</u>	<u>£3,645</u>	<u>£384</u>

5. Total Resources Expended

	<u>Staff Costs</u>	<u>Other Costs</u>	<u>Total 2004</u>	<u>Total 2003</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Direct expenditure	-	69,839	69,839	41,968
Publicity and promotion	-	-	-	660
Management and administration of the Company	-	3,890	3,890	384
	<u>-</u>	<u>73,729</u>	<u>73,729</u>	<u>43,012</u>

DOCKLANDS YOUTH SERVICE

NOTES TO THE ACCOUNTS - continued

FOR THE YEAR ENDED 31 MARCH 2004

The average number of employees analysed by function was:

Direct services	-	-
Management and administration of the Company	-	-
	<u>-</u>	<u>-</u>

6. Restricted Funds

	Balance 31 March <u>2003</u> £	Movement in <u>Resources</u> <u>Incoming</u> <u>Outgoing</u> £ £		Balance 31 March <u>2004</u> £
London Borough of Tower Hamlets	-	38,765	33,487	5,278
Isle of Dogs Community Foundation	-	40,000	40,000	-
East End Community Trust	5,206	-	-	5,206
	<u>5,206</u>	<u>78,765</u>	<u>73,487</u>	<u>10,484</u>

DOCKLANDS YOUTH SERVICE

CASHFLOW STATEMENT

FOR THE YEAR ENDED 31 MARCH 2004

	<u>2004</u> £	<u>2003</u> £
Net cash inflow/(outflow) from operating activities:		
Operating balance excluding interest received		
- unrestricted	(165)	2
- restricted	5,266	5,206
(Increase) in debtors	(8,750)	-
Increase in creditors	<u>15,076</u>	<u>175</u>
	11,427	5,383
Servicing of finance:		
Interest received – net	17	8
	<hr/>	<hr/>
Increase in cash and cash equivalents	<u>£11,444</u>	<u>£5,391</u>
 Bank balance : opening	5,391	-
: closing	<u>16,835</u>	<u>5,391</u>
 Increase in the bank balance	<u>£11,444</u>	<u>£5,391</u>