

*Company number 449 7806, registered in England and Wales  
Registered Charity No 1138779, Limited by Guarantee*

# **Docklands Youth Service**

**Financial Statements**  
For the year ended 31 March 2012



# ***Docklands Youth Service***

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# ***Docklands Youth Service***

## ***General Information***

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### **Directors**

Mrs L Cavanagh - Chair  
Mr A Hemming - Secretary  
Mrs M E Tracey - Vice Chair  
Mr C Kemp - Treasurer  
Ms M Botha  
Ms C Weir  
Ms K Rickard  
Mr D Bratby - appointed 13th June 2012  
Mr G Diver - resigned 16th November 2011

### **Secretaries**

J B Parker  
Olive Cottage  
Station Road  
St Margaret's at Cliffe  
Kent  
CT15 6AY

### **Registered office**

37 Rushey Green  
St Margaret's at Cliffe  
Kent  
CT15 6AY

### **Company number**

449 7806

### **Bankers**

The Co-operative Bank plc  
PO Box 101  
1 Balloon Street  
Manchester M60 4EP

### **Accountants**

Best4business Accountants & Co Ltd  
Knowledge Dock Business Centre  
4-6 University Way  
London  
E16 2RD

# ***Docklands Youth Service***

## ***Chairman and Directors' Report***

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For the year ended 31 March 2012

### **Financial Statements**

The Directors (who are also the Trustees) present their annual report and financial statements of the company for the year ended 31st March 2012. The Company is limited by guarantee without 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 principle objects of the Company are to help children and young people, especially but not exclusively through the recreation and leisure time activity 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 1.

### **Governing Instrument**

The Company was incorporated on 29th July 2002 and is governed by its memorandum and articles of association.

### **The Organisation**

The Directors meet regularly, usually about 10 times a year, with other meetings being injected if necessary to deal with urgent issues.

### **Results**

The results for the year are shown in the Statement of Financial Activities on Page 6.

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part XV of the Companies Act 2006, with the Financial Reporting Standard for Smaller Entities (effective April 2008), and in accordance with the Accounting and Reporting by Charities Statement of Recommended Practice (revised 2005).

### **The Chairs' Report**

Docklands Youth Service has provided a vital function in co-ordinating, developing and supporting youth work and opportunities for over ten years.

We have benefitted from a period of stability as the majority of our Executive Committee has continued in role in the last year. The Executive continues to steer the organisation successfully, and a fundraising sub-committee was formed to assist with the co-ordination of the Summer Holiday activities. The advances made in our processes this year will stand us in good stead as we approach the Summer 2012. The Space continues to provide administrative support and we are grateful to the work of Adam Hemming and his team.

# ***Docklands Youth Service***

## ***Chairman and Directors' Report***

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We would also like to thank our funders in the year Awards For All (Event Management Training) and the Isle of Dogs Community Foundation (Administrative Support and Summer Activities) The Youth Forum, established in January 2010, continued to meet under the voluntary stewardship of Laura Preshous at Mudchute Farm The Youth Forum held two successful events in the year – a summer launch event and a Hallowe'en Party Laura had to step down from this role as her duties at Mudchute increased but we thank her for keeping the Youth Forum running during this time Docklands Youth Service will resume the management of the Event Management Training project and the Youth Forum

As we approach the 2012 Olympic Games, it will be vital for the communication and partnership working between our member organisations to continue to flourish We continue to seek new organisations to contribute to the work of Docklands Youth Services We are committed to exploring the needs and opportunities for young people and the organisations that support them

### **By Order of the Board**

  
Chairman

Print LORRAINE CAVANAGH

Date 13/12/12

  
Director/Secretary

Print ADAM HEMMING

Date 13/12/12

# Docklands Youth Service

## Statement of Financial Activities for the year ended 31 March 2012

	Notes	Unrestricted funds	Restricted funds	Total this period	Total in previous period
		<i>to the nearest £</i>	<i>to the nearest £</i>	<i>to the nearest £</i>	<i>to the nearest £</i>
<b>Incoming Resources</b>					
Voluntary income		360	14,132	14,492	1,000
Investment income		5	-	5	22
<b>Total incoming resources</b>		<b>365</b>	<b>14,132</b>	<b>14,497</b>	<b>1,022</b>
<b>Resources Expended</b>					
Charitable activities		(1,199)	7,828	6,629	7,818
Governance costs		220	-	220	360
<b>Total expended resources</b>	<b>1</b>	<b>(979)</b>	<b>7,828</b>	<b>6,849</b>	<b>8,178</b>
<b>Net incoming/(outgoing) resources before taxation</b>		<b>1,344</b>	<b>6,304</b>	<b>7,648</b>	<b>(7,156)</b>
Taxation		-	-	-	(4)
<b>Net incoming/(outgoing) resources before transfers</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>1,344</b>	<b>6,304</b>	<b>7,648</b>	<b>(7,160)</b>
<b>Total funds brought forward</b>		<b>(2,094)</b>	<b>498</b>	<b>(1,596)</b>	<b>5,564</b>
<b>Cash funds this year end</b>		<b>(750)</b>	<b>6,802</b>	<b>6,052</b>	<b>(1,596)</b>

The Statement of Financial Activities includes all the gains and losses recognised in the year

All the organisation's operations are classed as continuing

The notes on Pages 8 to 9 form part of these Financial Statements

# ***Docklands Youth Service***

## ***Balance Sheet***

***31 March 2012***

	Notes	Total This Period  <i>to nearest £</i>	Total in previous period  <i>to nearest £</i>
<b>Current Assets</b>			
Cash in bank and in hand		9,782	7,745
<b>Total current assets</b>		<u>9,782</u>	<u>7,745</u>
<b>Current Liabilities</b>			
Creditors amounts falling due within one year			
George Green's School		-	2,000
Sundry creditors and accruals		3,730	7,341
		<u>3,730</u>	<u>9,341</u>
<b>Net Assets / Liabilities</b>		<u>6,052</u>	<u>(1,596)</u>
<b>Represented by</b>			
<b>Funds of the Charity</b>			
Unrestricted funds		(750)	(2,094)
Restricted income funds	3	6,802	498
<b>Total Funds</b>		<u>6,052</u>	<u>(1,596)</u>

The notes on Pages 8 to 9 form part of these accounts

# *Docklands Youth Service*

## *Balance Sheet*

*31 March 2012*

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For the year ending 31st March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006

Company law requires the Directors to prepare accounts for each financial period in accordance with Sections 394 and 395 (duty to prepare individual company accounts), 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 period. 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 keeping proper accounting records in accordance with Section 386 and 387 (duty to keep accounting records), which disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act. They are also responsible for safeguarding the assets of the Company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part XV of the Companies Act 2006, with the Financial Reporting Standard for Smaller Entities (effective April 2008), and in accordance with the Accounting and Reporting by Charities Statement of Recommended Practice (revised 2005).

These Financial Statements were approved by the Chairman

*L Cavanagh*  
Chairman

Print *LORRAINE CAVANAGH*

Date *13/12/12*



# *Docklands Youth Service*

## *Statement of Accounting Policies*

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For the year ended 31 March 2012 The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements

**(a) Basis of accounting**

These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) under the historical cost convention

**(b) Incoming resources**

Income recognition income is included in the statement on a receivable basis

**(c) Donated services and facilities**

The income value placed on donated facilities is the estimated price that would be paid on the open market for that facility

**(d) Apportionment of incoming resources**

Activities for generating funds are payments for goods and services provided for the purpose of generating funds for use in charitable activities

**(e) Resources expended**

Charitable expenditure consists of all expenditure directly related to charitable objectives Charitable expenditure includes the salary costs of staff providing services to members and the salary costs of staff providing services in relation to publicity or promotional events attended by members and the public

Governance costs include the cost of governance arrangements in relation to the general running of the Charity and include a proportion of the salary costs of the management board Accommodation costs are allocated to charitable costs and governance costs based on the office space occupied by staff involved in delivering services and staff involved in the general running of the Charity

**(f) Costs of generating funds**

Costs of generating funds are the costs associated with generating investment income and include the cost for managing investments

**(g) Grants**

The general policy is that multi-year grants are conditional on an annual review, and that the Charity maintains the discretion to terminate any grant

**(h) Valuation of donated and volunteered services**

The Charity may receive assistance in the form of donated services from volunteers The value of their contribution is excluded from the Statement of Financial Activities as the value of their contribution is not quantifiable in financial terms

**(i) Funds structure**

Designated Funds are unrestricted funds earmarked by the Trustees for particular purposes

**(j) Treatment of irrecoverable VAT**

Irrecoverable VAT is attributed to revenue and capital expenditure as appropriate

# Docklands Youth Service

## Notes to the Financial Statements for the year ended 31 March 2012

### 1. Total resources expended

The company paid or has committed to pay a total of £600 for the provision of accountancy services in the year to its accountants

	<i>Contribution to Staff Costs 2011</i>	<i>Other Costs 2011</i>	<i>Total Costs 2012</i>	<i>Total Costs 2011</i>
	£		£	£
Unrestricted	-	(979)	(979)	4,181
Restricted	-	7,828	7,828	3,997
	<u>-</u>	<u>6,849</u>	<u>6,849</u>	<u>8,178</u>

There were no direct employees of the Company during the period ended 31 March 2012. The directors are not employed by the Company and receive no remuneration for their services.

### 2. Other resources expended

	<i>Unrestricted 2012</i>	<i>Restricted 2012</i>	<i>Total 2012</i>	<i>Total 2011</i>
	£	£	£	£
Administration fee	922	9,428	10,350	3,821
Website costs	200	-	200	-
Project & Marketing	420	-	420	3,997
Adjustments	(5,741)	(1,600)	(7,341)	-
	<u>(4,199)</u>	<u>7,828</u>	<u>3,629</u>	<u>7,818</u>

# ***Docklands Youth Service***

*Notes to the Financial Statements  
for the year ended 31 March 2012*

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## **3. Restricted funds**

	<i>Balance 31 March 2011</i>	<i>Incoming</i>	<i>Expended</i>	<i>Balance 31 March 2012</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Big Lottery Fund (Adjusted)	(1,730)	-	(1,600)	(130)
Isle of Dogs Community Foundation	935	-	935	-
Isle of Dogs Community Foundation	1,293	-	1,293	-
Isle of Dogs Community Foundation	-	5,000	5,000	-
Awards for All	-	9,132	2,200	6,932
	<u>498</u>	<u>14,132</u>	<u>7,828</u>	<u>6,802</u>

## **4. Legal status**

Docklands Youth Service is a private company limited by guarantee. Its object is the provision of community projects for young people.

## **5. Capital commitment**

The Company does not have any capital commitments as at 31 March 2012.

## **6. Going concern**

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

# ***Docklands Youth Service***

## *Report of the Accountants to the Directors of Docklands Youth Service*

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In accordance with our terms of engagement and in order to assist you to fulfill your duties under the Companies Act 2006, we have compiled the financial statements of the company for the year ended 31 March 2012, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes from the accounting records and information and explanations you have given to us

This report is made to the company directors, as a body, in accordance with the terms of our engagement. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the company directors that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company directors, as a body, for our work or for this report.

We have carried out this engagement in accordance with technical guidance issued by the Association of Accounting Technicians and have complied with the ethical guidance laid down by the Association relating to members undertaking the compilation of financial statements.

You have acknowledged on the Balance Sheet as at 31 March 2012 your duty to ensure that the company has kept proper accounting records and to prepare financial statements that give a true and fair view under the Companies Act 2006. You consider that the company is exempt from the statutory requirement for an audit for the year.

We have not been instructed to carry out an audit of the financial statements. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

Date *18<sup>th</sup> December 2012*

**Best4business Accountants & Co. Ltd.**  
Knowledge Dock Business Centre  
4-6 University Way  
London  
E16 2RD



*Ramez Mohabaty is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with licence number 1965, details of which are displayed at the address shown above*