

REGISTERED COMPANY NUMBER: 06732673 (England and Wales)

REGISTERED CHARITY NUMBER: 1128524

**REPORT OF THE TRUSTEES AND**

**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2018**

**FOR**

**YOUTH AND FAMILIES MATTER**  
**(A Company Limited by Guarantee)**



**YOUTH AND FAMILIES MATTER**

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**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

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**YOUTH AND FAMILIES MATTER**

**COMPANY INFORMATION**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

<b>TRUSTEES:</b>	R Maher ACA – Chair S Reynolds H Francis ACA J Woodhouse
<b>REGISTERED OFFICE:</b>	Testwood Baptist Church 283A Salisbury Road Totton Southampton Hampshire SO40 3LZ
<b>REGISTERED NUMBER:</b>	06732673 (England and Wales)
<b>CHARITY NUMBER:</b>	1128524
<b>INDEPENDENT EXAMINER:</b>	Nigel Singleton FCA FCCA BD&M Limited Chartered Certified Accountants Skies, 20 St Martinsfield Winterborne St Martin Dorset DT2 9JU
<b>BANKERS:</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

**YOUTH AND FAMILIES MATTER**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

The trustees who are also directors of the Charity for the purposes of the Companies Act present their report together with the financial statements of the Charity for the year ended 31st December 2018. They are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

**OBJECTS AND ACTIVITIES FOR THE PUBLIC BENEFIT**

Youth and Families Matter exists to:

Meet the needs of children, young people and families in the Totton area of Hampshire, and elsewhere through, including, but not limited to the following -

- The provision of training
- The advancement of education
- The provision of support and activities

Which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.

The Trustees have established that the aims and purposes of Youth and Families Matter will primarily be achieved by providing the following -

- Parenting support
- Schools work
- Detached youth work
- Family work, including befriending
- Community development work
- Practical help through the provision of food parcels

In planning activities for the period, the Trustees have considered the Commission's guidance on public benefit and the needs of the local community. The Governors have revisited our objectives and future planned activities with due regard to the September 2013 Charity Commission guidance (PB1, PB2, PB3) in accordance with their responsibilities under the Charities Act 2011. The public benefit narrative within this report is also set out taking account of PB3.

**ACHIEVEMENTS AND PERFORMANCE**

Throughout the period our activities and achievements were as follows -

**Family & Community Work**

- Coffee morning – a weekly support group for adults, including sessions on specific topics (Craft, CAP money course digital drop in – improving your computer skills, parenting course taster session and a speaker from Scottish and Southern Electricity). Some of the sessions have been run by members of the group to help them build their confidence and share their knowledge.
- ADHD/Autism support group – a monthly support group for parents of children with ADHD and Autism. Various local agencies and other professionals were invited in to talk about support they can offer. This is an area that continues to grow, and more parents are coming to YFM for support

## **YOUTH AND FAMILIES MATTER**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

in this area. As well as the morning group, we started an evening group for those parents who can't access support during working hours. This is supported by Hampshire Autism. We hosted an information evening with guest speaker Roz Blackburn. We had 170 people attend this group, a mixture of parents and professionals.

- One to one support – targeted support to assist vulnerable families or families in crisis.
- Outreach trips – A trip for vulnerable families, to enable parents and children to spend a day out together – provided free of charge, with travel included. This year we went to Paultons Park at the end of the summer holidays.
- Basics Bank (food bank) – Emergency food parcels for families in need. Basics Bank supported a record number of individuals and families during 2018. We saw a 65% increase on 2017 figures. The local community continued to heavily support this project, particularly at Christmas time, with donations received from various agencies, including NFDC leisure centre, local companies, churches and Hounslow School. ASDA set up a trolley to collect donations as a permanent feature.
- Christmas toy parcels – we received toys from Wave 105, which were distributed to our most needy families.
- TIDES – support group for people suffering from depression and anxiety. This group combined with Refresh which was a walking group. The members devised a programme which included both time for peer support over tea and coffee, and some local walks. The Tides group went on a trip to Bognor Regis during the summer holidays. Many of those who attend the group would not have the confidence to do this alone, so they really appreciated it being organised for them.
- Anger Management – a 6 week course for parents, to help them in managing their child's angry outbursts. The programme was written by Youth and Families Matter, Families Matter and Hampshire Education Psychology service. We ran 2 of these courses over 2018.
- Supporting Parents of Teenagers – a 6 week course for parents of teenagers, to help them develop their skills in communication, rules and boundaries and relationship building. We ran 2 of these courses over 2018.
- Cygnet Courses – we partnered with Barnardo's to run two 12 week parenting courses specifically for parents of children with Autism.
- Parenting Puzzle – we partnered with Barnardo's to run a 12 week Parenting Puzzle course.
- Belong – a group for vulnerable adults to have company and improve community integration. They all went on a holiday to Spring Harvest in France, which they helped fund. They ran a number of fundraising events throughout the year.
- Community Brunch – we changed Community Breakfast to brunch to be able to provide a more substantial meal to those who attend. We changed the venue to Totton Christian Centre, as we outgrew The Chapel. This is a group for individuals who may feel isolated and don't often get the chance to eat together.
- Post-Adoption Group – this group was established following a request from local schools, who had a high number of adopted children. The group supports families who have adopted children and gives them the opportunity to meet with others in a similar situation.
- In total, YFM has supported approximately 300 families throughout 2018.

**YOUTH AND FAMILIES MATTER**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2018**

**Schools & Youth Work**

- One to one mentoring with 6 primary and 2 secondary schools – working with children and young people who have emotional needs, or who are at risk of exclusion. One of these primary schools was a new addition during this year.
- The Hub after school drop in for pupils at secondary school, to provide a safe place to meet and a chance to build relationships with our youth workers.
- Summer Programme – we hosted Sports in the Park, family film and a picnic for children and their families.
- Activity days for 11-14 year olds in the summer holidays and a couple of half-terms, including Longleat, Kayaking and Battlefields Live.
- Out of School Mentoring – we have supported a couple of young people outside of the school setting, helping them to manage anxieties and other related issues.

In total, YFM has supported approximately 340 children and young people throughout 2018.

**Fundraising Activities**

- Mayflower Fireworks (organised by The Round Table)

Our partnership with Basepoint ended in March 2018 with a total of £10,000 match funded over the previous 12 months.

Regular newsletters update all stakeholders of the outcomes achieved using their funds. Personal repeat donations continued throughout the year.

We continued our partnership with Co-Op Community Fund when we were chosen as one of their local causes to support.

**Community Involvement**

We attended and supported the Totton Lantern Parade.

Family Fun Day – YFM has a presence at the local fun day, open to all members of the local community.

**Special Events**

YFM celebrated its 25<sup>th</sup> birthday in September 2018, with a special Sunday service and a celebration evening for our volunteers and supporters.

**Staff & Volunteers**

In 2018 there were a few changes in staffing.

Alli Wosley left in July. Sally King started in September taking on Alli's role. Sally is a Children's Worker, going into the local primary schools.

Pay is reviewed annually on 1 April. Up to 1 April 2016, the pay of the Project Leader and staff was agreed by the Chair of Trustees in consultation with the Board having regard to general pay benchmark data in the public, charity and education sector. Since the above date Mr H Francis has acted as the lead trustee on pay recommendations to the Board.

**YOUTH AND FAMILIES MATTER**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2018**

**The Chapel**

The aim of The Chapel is to support the immediate local community, understanding their needs and assisting more families and young people to connect into our existing initiatives whilst also helping to provide a sustainable source of income for YFM, in an ever changing financial climate.

The staff remained the same throughout 2018. We continued to support a number of volunteers, including vulnerable adults.

We relaunched the charity shop as a Children's Charity Shop called The Treasure Box.

The opening hours of The Chapel changed in October 2018 to try to maximise sales of donated goods. The coffee shop is open Tuesday to Saturday, with the Treasure Box charity shop also being open on a Monday morning.

The Chapel continued to be a venue for other events, including private meetings and private parties.

**PLANS FOR FUTURE PERIODS**

**Family & Community Work**

Continuation of current work, including -

- Coffee morning – weekly support group for adults, including sessions on specific topics (colour craft, decoupage, nail beauty, card making, grass cross heads and material flowers.)
- ADHD & Autism support group – for parents of children with ADHD and Autism.
- One to one – One to one support for vulnerable families and families in crisis.
- Family trips – Trips for families, to enable parents and children to spend a day out together – provided at a discounted rate, with travel included.
- Family Fun Day – YFM has a presence at the local fun day, organised by Testwood Baptist Church which is open to all members of the local community
- Basics Bank – provision of emergency food parcels to families in need.
- Christmas toy parcels – to distribute to our most needy families.
- TIDES – support group for people suffering from depression and anxiety.
- Anger Management - 6 week course for parents, to help them in managing their children's angry outbursts. The programme was written by Youth and Families Matter, Families Matter and Hampshire Education Psychology service.
- Belong – a group for vulnerable adults to have company and improve community integration.
- Post-Adoption group
- Parenting Groups, including SPOT and Parenting Puzzle – for parents struggling with the children's challenging behaviour.
- Community Brunch.
- The Cygnet Parenting Course in partnership with Barnardo's.

**YOUTH AND FAMILIES MATTER**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

**Schools & Youth Work**

Continuation of current work, including -

- One to one mentoring with primary and secondary pupils – working with children who have emotional needs, or who are at risk of exclusion.
- The Hub drop-in for pupils aged 11-19.
- Activity days for 11-14 year olds in the summer holidays – including indoor sky diving.
- Out of school mentoring for young people aged 11 – 18, to provide a positive role model and information, advice and guidance

New initiatives include:

- A new summer programme for the young people.

**The Chapel**

We aim to continue developing The Chapel and to maximise the net surplus. The staff team will continue to recruit and train volunteers.

**Staff & Volunteers**

We will continue to support and train our staff and volunteers.

**Sustainability**

Due to the changing financial climate, and a decrease in available statutory funding, we continue to find alternative ways to fund the work of YFM. This is done in a variety of different ways:

- The Chapel
- Increased personal donations
- Development of school contributions towards schools and parenting work
- Grants
- Fundraising



## YOUTH AND FAMILIES MATTER

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018

#### **FINANCIAL REVIEW**

Total receipts on unrestricted funds were £126,579. Restricted funds of £80,927 were also received and are detailed in the Financial Statements.

The Statement of Financial Activities shows net expenditure of £3,991 (2017 £28,730 net income) for the year and reserves are in surplus by £188,214, including £41,988 restricted funds.

Funding sources for the year are as follows –

- ASDA
- BBC Children in Need
- COOP
- Hampshire County Council
- Hampshire and Isle of Wight Community Foundation (HIWCF)
- Hedley Foundation
- Joseph Rank Trust
- MJB Charitable Trust
- Neville Close Ltd
- New Forest District Council
- Radian Community Fund
- Redhill Trust
- Souter Charitable Trust
- Testwood Baptist Church
- The Act Foundation
- The Henry Smith Charity
- Winchester Community Fund
- Gifts and Donations
- Bartley School
- Calmore School
- Eling School
- Foxhills Infants School
- Foxhills Junior School
- Hounsdown School
- Oakfield School
- Testwood School

#### **RESERVES POLICY**

The trustees have set a **reserves policy** which requires:

- Reserves be maintained at a level which ensures that our core activities could continue during a 6 to 12 month period of unforeseen difficulty. The trustees recognise that additional free reserves are desirable, to successfully manage our skill base and secure continuity of case work. They are working to maintain financial resilience to ensure much needed stability for our vulnerable client base in an increasingly challenging environment. At 31<sup>st</sup> December 2018, free reserves amounted to £105,165 which are in accordance with the policy.
- A proportion of reserves be maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle. It takes into account the:

- Risks associated with each stream of income and expenditure being different from that budgeted
- Planned activity level
- Organisation's commitments

## **YOUTH AND FAMILIES MATTER**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31<sup>st</sup> DECEMBER 2018**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY**

The charity is a company limited by guarantee and was formed on 24<sup>th</sup> October 2008. It is governed by its Memorandum and Articles of Association.

#### **DIRECTORS AND TRUSTEES**

The registered directors of the company are also the trustees, and details of the trustees are listed on page 1. Trustees are recruited and appointed by the board of trustees. The charity may, by ordinary resolution, appoint a person who is willing to act to be a Director. He or she is recommended by a Director to the board of trustees, who vote on the appointment. The appointment is recorded in the minutes of the meeting. The full procedure can be found in the Memorandum and Articles of Association.

The Trustees delegate the day to day responsibility for administering the activities of the charity to the part time Project Leader who is also responsible for overseeing the charity's employees. The Trustees are committed to high standards of governance recognising the importance of the 7 principles outlined in the Charity Governance Code.

#### **SAFEGUARDING**

The Trustees and staff of YFM confirm our commitment to, and maintenance of our safeguarding policy.

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are required by law to prepare financial statements for each financial period, which give a true and fair view of the financial activities of the charity and of its financial position at the end of the period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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 2006. 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.

#### **INDEPENDENT EXAMINER**

Nigel Singleton of BD&M Limited has signified his willingness to continue in office and a resolution for his re-appointment will be proposed at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

#### **ON BEHALF OF THE BOARD:**

  
R Maher – Director

Date: 4<sup>th</sup> July 2019

## YOUTH AND FAMILIES MATTER

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF YOUTH AND FAMILIES MATTER

I report on the accounts of the company for the year ended 31<sup>st</sup> December 2018, which are set out on pages 10 to 18.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396
- of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

  
Nigel Singleton FCA FCCA  
BD&M Limited  
Chartered Certified Accountants  
Skies, 20 St Martinsfield  
Winterborne St Martin  
Dorset  
DT2 9JU

Date: 4<sup>th</sup> July 2019

# **YOUTH AND FAMILIES MATTER**

## **STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)** **FOR THE YEAR ENDED 31ST DECEMBER 2018**

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b>Income and endowments from:</b>					
Donations and legacies	2	57,210	-	57,210	65,357
Charitable activities	3	11,358	80,927	92,285	87,648
Other trading activities	4	57,509	-	57,509	61,157
Investments (Bank interest)		502	-	502	77
<b>Total income</b>		<b>126,579</b>	<b>80,927</b>	<b>207,506</b>	<b>214,239</b>
<b>Expenditure on:</b>					
Cost of raising funds	5	59,033	-	59,033	57,844
Charitable activities	6	76,646	75,818	152,464	127,665
<b>Total expenditure</b>		<b>135,679</b>	<b>75,818</b>	<b>211,497</b>	<b>185,509</b>
<b>Net income/ (expenditure) for the year</b>		<b>(9,100)</b>	<b>5,109</b>	<b>(3,991)</b>	<b>28,730</b>
Transfers		-	-	-	-
<b>Net movement in funds for the year</b>		<b>(9,100)</b>	<b>5,109</b>	<b>(3,991)</b>	<b>28,730</b>
Reconciliation of funds					
Funds at 1st January 2018		155,326	36,879	192,205	163,475
<b>Total funds at 31st December 2018</b>		<b>146,226</b>	<b>41,988</b>	<b>188,214</b>	<b>192,205</b>

All amounts derive from continuing activities.

All gains and losses recognised in the period are included in the statement of financial activities.

The notes on pages 12 to 18 form part of these financial statements

**YOUTH AND FAMILIES MATTER**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2018**

	Notes	2018	2017
		£	£
<b>Tangible fixed assets</b>	9	13,615	16,396
<b>Current assets</b>			
Debtors	10	5,100	5,517
Cash at bank and in hand		170,857	171,266
		<u>175,957</u>	<u>176,783</u>
<b>Creditors: Amounts falling due within one year</b>	11	<u>(1,358)</u>	<u>(974)</u>
<b>Net current assets</b>		174,599	175,809
<b>Total assets less current liabilities</b>		<u>188,214</u>	<u>192,205</u>
<b>The funds of the charity:</b>			
Restricted income funds	13	41,988	36,879
Unrestricted income funds:	12		
Designated funds		27,446	22,652
Other charitable funds		<u>118,780</u>	<u>132,674</u>
<b>Total unrestricted funds</b>		146,226	155,326
<b>Total charity funds</b>		<u>188,214</u>	<u>192,205</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2018 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts:

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime under the Companies Act 2018.

The Financial statements were approved by the board on 4<sup>th</sup> July 2019.

  
 R Maher -Director

The notes on pages 12 to 18 form part of these financial statements

**YOUTH AND FAMILIES MATTER**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2018**

**1 General information**

Youth and Families Matter is a company, limited by guarantee, incorporated in England and Wales under the Companies Act 2006 and Charities Act 2011. The address of the registered office is provided in Reference and administrative details. Details of the charity's operations are provided in the Report of the Trustees.

**2 Accounting policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**2.1 Basis of preparation**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on a going concern basis under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Companies Act 2006 and the Charities Act 2011.

**2.2 Income**

Income from donations and grants, including capital grants and events utilising the charity's facilities is included in incoming resources when receivable except as follows:

When events are due to take place in a future accounting period and when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Grant clawbacks are deducted from incoming resources if they occur in the same accounting period. Grant clawbacks made in subsequent accounting periods are shown as outgoing resources in preference to negative income.

Gifts and services in kind are included at their estimated open market valuation.

**2.3 Expenditure**

Expenditure is included when incurred. Costs which are identified as relating to restricted activities are allocated directly to those activities. Costs which relate to the general running of the charity are allocated against unrestricted funds, and within the statement of financial activities these expenses are shown as cost of activities in furtherance of the objects of the charity, support costs and governance costs. Governance costs are those relating to the charity's compliance with constitutional and statutory requirements.

**2.4 Tangible fixed assets and depreciation**

Tangible fixed assets costing more than £500 are capitalised at cost. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold improvements	Over period of lease
Bus	25% reducing balance
Equipment	25% straight line

**2.5 Designated funds**

Designated funds are allocated out of unrestricted funds by the trustees for specific purposes. The use of such funds is at the trustees' discretion.

**2.6 Restricted funds**

Restricted funds are funds subject to specific conditions imposed by donors as to how they may be used. The purposes and uses of the restricted funds are set out in note 13 to the accounts.

**YOUTH AND FAMILIES MATTER**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2018**

**2 Donations and legacies**

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Testwood Baptist Church	13,200	-	13,200	13,200
Gift Aid	5,021	-	5,021	5,517
Other donations and gifts	31,690	-	31,690	39,413
	49,911	-	49,911	58,130
Rent & Services from the church (Gifts in kind)	7,299	-	7,299	7,227
	57,210	-	57,210	65,357

**3 Income from charitable activities**

	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
Grants and Awards:				
ASDA	-	490	490	-
BBC Children In Need	-	1,161	1,161	4,644
COOP	-	4,416	4,416	-
Denplan (Winchester Community Fund)	-	-	-	1,365
F J Wallis Charitable Trust	-	-	-	3,000
Garfield Weston Foundation	-	-	-	15,000
Hampshire County Council: County Councillor Grant 2018 (DH)	-	1,000	1,000	872
Hampshire County Council: CCBS (Culture,	-	1,500	1,500	2,750
Hampshire County Council: Oaks Federation	-	4,500	4,500	3,000
Hampshire County Council: Short Breaks	-	-	-	1,239
HIWCF: Ford Community Fund	-	-	-	1,000
HIWCF: Health and Wellbeing Grant	-	1,733	1,733	-
HIWCF: Action for Hampshire	-	4,339	4,339	-
Hedley Foundation Limited	-	450	450	-
Joseph Rank Trust	-	10,000	10,000	10,000
MJB Charitable Trust	-	20,000	20,000	20,000
Neville Close	-	5,000	5,000	-
New Forest District Council Revenue Grant	-	4,740	4,740	-
Radian Community Fund	-	731	731	731
Redhill Trust	-	3,051	3,051	2,000
Santander Foundation	-	-	-	3,009
Souter Charitable Trust	-	3,003	3,003	2,000
The Act Foundation	-	9,000	9,000	-
The Henry Smith Charity	-	5,000	5,000	5,000
Winchester Community Fund (Simply Health)	-	813	813	-
Fees received	10,035	-	10,035	11,895
Other income	1,323	-	1,323	142
	11,358	80,927	92,285	87,648

**YOUTH AND FAMILIES MATTER**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2018**

**4 Other Trading Activities**

	Total 2018 £	Total 2017 £
The Chapel café	44,863	45,414
Sale of donated goods	10,435	8,752
Rent received	1,123	2,004
Fundraising events	1,088	4,987
	<u>57,509</u>	<u>61,157</u>

**5 Cost of raising funds**

	2018 £	2017 £
Staff costs	16,334	13,595
Publicity	1,371	103
	<u>17,705</u>	<u>13,698</u>
 The Chapel café costs	 16,425	 17,090
The Chapel staff costs	24,903	27,056
	<u>41,328</u>	<u>44,146</u>
	<u>59,033</u>	<u>57,844</u>

The Chapel costs represent 70% of the cost of raising funds. They generate a surplus from directly attributable Chapel income whilst significantly enhancing our presence in, and links with, the community in most need of our client services. The non-trading cost of raising funds ratio to total income is 9%.

**6 Expenditure on charitable activities**

	Charitable Activities £	Support Costs £	Total 2018 £	Total 2017 £
Staff Costs	78,086	35,862	113,948	94,819
Direct Project Costs	17,288	-	17,288	12,134
Office & other costs	-	6,704	6,704	7,155
Depreciation	3,781	-	3,781	2,904
Rent & Services from the church (Gifts in kind)	-	7,299	7,299	7,227
Training	2,682	-	2,682	2,684
<u>Governance costs</u>				
Independent Examiner's fees	-	762	762	742
	<u>101,837</u>	<u>50,627</u>	<u>152,464</u>	<u>127,665</u>

In addition to the above figures we can demonstrate that the above charitable activity costs exclude 7139 hours of voluntary work.



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**7 Employee costs**

No remuneration or expenses were paid to any trustees but details of amounts paid to other related parties are set out below. The remuneration of the remaining staff was as follows:

	Total 2018 £	Total 2017 £
Wages and salaries	141,351	121,689
Social security costs	6,594	5,086
Pension contributions	6,263	5,360
	<u>154,209</u>	<u>132,135</u>

The charity contributes to the personal pension schemes of any eligible staff who wish to have one. Contributions payable for the year are included in the Statement of Financial Activities.

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the year was as follows:

	2018 Staff	2017 Staff
Fundraising and marketing	0.6	0.6
The Chapel café	1.3	1.4
Direct charitable activity	3.5	2.8
Support activity	1.0	1.0
Average full time equivalent number of staff employed	<u>6.4</u>	<u>5.7</u>
Average number of staff employed (headcount)	<u>16.5</u>	<u>15.0</u>

**8 Transactions with related parties**

Naomi Maher, (daughter of the trustee Ray Maher) was employed during the year as a youth worker and earned £19,771.

Donations of £750 were received from one trustee during the year.

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**9 Tangible fixed assets**

	Short leasehold £	Fixtures & Equipment £	Total £
Cost			
At 1st January 2018	23,745	5,238	28,983
Additions	-	999	999
At 31st December 2018	<u>23,745</u>	<u>6,237</u>	<u>29,982</u>
Depreciation			
At 1st January 2018	8,938	3,649	12,587
Charge for the year	3,000	780	3,780
At 31st December 2018	<u>11,938</u>	<u>4,429</u>	<u>16,367</u>
Net book value			
At 31st December 2018	<u>11,807</u>	<u>1,808</u>	<u>13,615</u>
At 31st December 2017	<u>14,807</u>	<u>1,589</u>	<u>16,396</u>

The charity has signed a licence to occupy the property known as "The Chapel" for a period of 10 years starting in 2014.

**10 Debtors**

	2018 £	2017 £
Other debtors	79	-
Income tax on gift-aid payments	<u>5,021</u>	<u>5,517</u>
	<u>5,100</u>	<u>5,517</u>

**11 Creditors: amounts falling due within one year**

	2018 £	2017 £
Accruals	<u>1,358</u>	<u>974</u>

**12 Unrestricted funds**

	Balance at 1st January 2018 £	Net Incoming Resources £	Restricted Fund Transfers £	Designated Fund Transfers £	Balance at 31st Dec 2018 £
Designated funds:					
(a) Salary reserve	15,000	-	-	5,000	20,000
(b) Food Bank service	<u>7,652</u>	<u>-</u>	<u>-</u>	<u>(206)</u>	<u>7,446</u>
	22,652	-	-	4,794	27,446
Other charitable funds	<u>132,674</u>	<u>(9,100)</u>	<u>-</u>	<u>(4,794)</u>	<u>118,780</u>
	<u>155,326</u>	<u>(9,100)</u>	<u>-</u>	<u>-</u>	<u>146,226</u>

(a) Monies held to ensure cashflow is available to pay salaries as they fall due.

(b) Monies held to purchase food for the food bank service, as needed, to ensure continuity of the service.

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**13 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1st January 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31st Dec 2018 £
(a) ASDA	-	490	420	-	70
(b) BBC Children in Need	477	1,161	1,638	-	-
(c) COOP	-	4,416	224	-	4,192
(d) FJ Wallis Charitable Trust	2,261		2,261	-	-
(e) Garfield Weston Foundation	7,741		7,222	-	519
(f) Hampshire County Council: County Councillor Grant DH	563	1,000	953	-	610
(g) Hampshire County Council: Culture, Community and Business Services (CCBS)	703	1,500	1,848	-	355
(h) Hampshire County Council: Oaks Federation 15/16, 16/17 & 17/18	977	4,500	4,059	-	1,418
(i) Hampshire and Isle of Wight Community Foundation: Health and Wellbeing	-	1,733	952	-	781
(j) Hampshire and Isle of Wight Community Foundation: Action for Hampshire	-	4,339	-	-	4,339
(k) Hedley Foundation Ltd	-	450	450	-	-
(l) Joseph Rank Trust	6,023	10,000	11,790	-	4,233
(m) Leeds Building Society	30		30	-	-
(n) MJB Charitable Trust	14,959	20,000	18,732	-	16,227
(o) Neville Close	-	5,000	4,216	-	784
(p) New Forest District Council Revenue Grant	-	4,740	3,080	-	1,660
(q) Radian Community Fund	-	731	731	-	-
(r) Redhill Trust	507	3,051	2,602	-	956
(s) Santander Foundation	410		410	-	-
(t) Souter Charitable Trust	227	3,003	3,091	-	139
(u) The Act Foundation	-	9,000	4,737	-	4,263
(v) The Henry Smith Charity	2,001	5,000	5,559	-	1,442
(w) Winchester Community Fund: Simply Health	-	813	813	-	-
	<u>36,879</u>	<u>80,927</u>	<u>75,818</u>	<u>-</u>	<u>41,988</u>

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**13 Restricted funds (continued)**

- (a) Monies received from ASDA for Youth Work resources and refreshments
- (b) Monies received from BBC Children in Need for youth work
- (c) Monies received from COOP for the Food Bank and training resources
- (d) Monies received from FJ Wallis Charitable Trust for core costs
- (e) Monies received from Garfield Weston Foundation towards the cost of family work
- (f) Monies received from the County Councillor Grant (HCC) to pay for trips
- (g) Monies received from Culture, Community and Business Services (HCC) towards the cost of family work
- (h) Monies received from the Oaks Federation (HCC) towards the cost of family work.
- (i) Monies received from HIWCF (Health and Wellbeing Grant) towards the cost of family work
- (j) Monies received from HIWCF (Action for Hampshire) towards the cost of family work
- (k) Monies received from Hedley Foundation Ltd towards the cost of Activity days
- (l) Monies received from Joseph Rank Trust towards the cost of youth work
- (m) Monies received from Leeds Building Society for resources
- (n) Monies received from the MJB Charitable Trust for core costs and family work
- (o) Monies received from Neville Close for core costs
- (p) Monies received from New Forest District Council Revenue Grant for core costs and refreshments
- (q) Monies received from the Radian Community Fund to fund two SPOT courses
- (r) Monies received from Redhill Trust towards the cost of work in schools.
- (s) Monies received from the Santander Foundation towards the cost of family work
- (t) Monies received from Souter Charitable Trust towards the cost of the Belong group
- (u) Monies received from The Act Foundation towards the cost of schools work and drop-in
- (v) Monies received from The Henry Smith Charity towards the cost of youth work
- (w) Monies received from Winchester Community Fund (Simply Health) for a family trip

**14 Analysis of net assets between funds**

	Unrestricted funds	Designated funds	Unrestricted total	Restricted funds	Total funds
	£	£	£	£	£
Fixed assets	13,615	-	13,615	-	13,615
Current assets	106,523	27,446	133,969	41,988	175,957
Creditors: amounts falling due within one year	(1,358)	-	(1,358)	-	(1,358)
	<u>118,780</u>	<u>27,446</u>	<u>146,226</u>	<u>41,988</u>	<u>188,214</u>