

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
31 MARCH 2010**

Charity Number SCO22842



ALEXANDER MARSHALL
Chartered Accountants & Statutory Auditor
84 Hamilton Road
Motherwell
ML1 3BY

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

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**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Motherwell Youth Enterprise Centre
Charity number	SCO22842
Company registration number	SC150305
Registered and principal office	Unit 4 58/60 Albert Street Motherwell Lanarkshire ML1 1PR
Trustees	Mr. J Fairlie Ms. L Jarvie Mr. H Curran Mr. P Waddell Mrs L Bell (Resigned 4 February 2010)
Secretary	Mr. J Fairlie
Auditor	Alexander Marshall Chartered Accountants & Statutory Auditor 84 Hamilton Road Motherwell ML1 3BY
Bankers	Bank of Scotland 32 Brandon Parade South Motherwell ML1 1YE

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

The trustees present their report and the financial statements of the charity for the year ended 31 March 2010.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Mr. J Fairlie
Ms. L Jarvie
Mr. H Curran
Mr. P Waddell
Mrs L Bell

(Resigned 4 February 2010)

OPERATING NAME

The charity operates on a day to day basis under the name of fps media as this is deemed more appropriate regarding the services it can provide.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 7 April 1994 and registered as a charity. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up each of the members is required to contribute an amount not exceeding £1.

Appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as directors or members of the Board of Directors. There is a minimum requirement to have one director but no maximum limit. At each annual general meeting a number, equivalent to one third of the total number of directors in office, are required to retire from office. The directors retiring at each annual general meeting are entitled to offer themselves for re-election. The directors to retire at each general meeting are those who have been in office for the longest period since they were last appointed.

Trustee Induction and Training

New trustees are guided through the charity's facilities, are shown examples of the end products and are encouraged to shadow at the charity's activities to familiarise themselves with the practical works carried out.

Organisational Structure

The company has a board of directors which meets at least 6 times per year and are responsible for reviewing the financial stability of the charity and its strategic position and policy. The board is made up of representatives from the various public and private organisations in the areas and groups it serves. In addition to the external board members there are two full time employees of the charity who are responsible for the day to day management and administration of the charity who are also members of the board. At present there is a total of 4 board members.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

As mentioned above the day to day responsibility for the provision of the charity's activities rests with Peter Waddell and the control of the finances and administration rests with Laura Jarvie. Peter Waddell is responsible for ensuring that the charity delivers the services specified, that the key performance indicators are met and the individual supervision of the staff team. Laura Jarvie is responsible for ensuring that the charity's finances are properly recorded and controlled and that the organisation is properly administered and meets its legislative obligations.

Related Parties

The charity does not have any formal relationships with any other charitable, commercial or other organisation but does provide services to local authorities and education authorities from which some of its board members are derived.

Risk Management

The senior centre staff are tasked with identifying the major risks to which the charity is exposed and to report to the trustees at their meetings the risks identified and systems or procedures established or to be established to mitigate the risks the charity faces.

OBJECTIVES AND ACTIVITIES

The main objectives and activities for the year continued to focus on the training and provision of work experience and mentoring opportunities for young people in the areas of film, media and related activities.

The strategies employed to assist the charity to meet these objectives included the following:

To offer a range of media opportunities to allow young people to reach their true potential. Opportunities include a boost to social skills & 'life skills', assistance in the progression to further education, overcoming barriers to employment and self employment.

The provision of bespoke media and multi media training, continuing professional development (CPD), work experience and mentoring opportunities to local education authorities, social economy and voluntary organisations.

The production of a range of media products for social economy, voluntary and charitable organisations to promote public awareness.

ACHIEVEMENTS AND PERFORMANCE

During 2009/2010 income levels fell as major clients experienced severe budgetary cuts due to the recession and tough economic climate. These budgetary cuts were predominant among the Education Departments of both North and South Lanarkshire Councils who are historically major clients of fps media providing steady income streams. During the year both Councils witnessed large budget cuts which impacted on the volume of projects commissioned.

During 2009/2010 The Summer Screen School programme funded by South Lanarkshire Council was cancelled due to lack of funding. This programme had been running for 5 years and had provided income during the traditionally quiet period of the school summer holidays.

The tough economic climate also impacted on other customer client groups such as charities, community and voluntary groups who also had to control spending to deal with the economic downturn. Many of these organisations faced major cuts from their funding sources which meant they were unable to spend on activities which were not considered frontline.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

During the period, management of fps media in collaboration with Business Gateway developed a 3 year Strategic Review. The Review covers the period from 2010 to 2013. The review was completed in February 2010 and includes a marketing analysis, marketing plan, development plan and financial plan.

In an attempt to try and replace traditional income streams the company spent resources researching and applying for funding grants. Some were direct bids by fps media while others were in collaboration with external agencies. This helped secure funding to deliver projects and help increase income streams.

A successful funding bid was made to the British Film Council through the First Light initiative. The creative media project which commenced in March 2010 involves fps media working with 3 primary schools across South Lanarkshire.

A bid to the Future Jobs Fund was successful. This resulted in the funding of 2 employment posts one of which was filled in March 2010.

The company invested time and resources into the design and development of a new website launched in March 2010. The new and improved website features enhanced search engine optimisation, clearer sales messages to allow potential clients to easily understand what fps media can offer them, ecommerce facility to allow online sales, a blog, client testimonials and case studies.

fps media continued to develop its relationship with both North and South Lanarkshire, Social Work Departments. Several innovative projects designed to create peer educational resources were delivered during the year. These projects benefited both the young people directly involved in the project and also the young people who utilise the completed resources. Many of the young people involved in these projects are considered 'vulnerable' and 'at risk'.

fps media continued to deliver the 'Schools of Ambition' media programme on behalf of the Lanark Learning Community. This programme involved fps media tutors training over 200 young people from Lanark Grammar School, 13 feeder primary schools and 1 nursery, empowering the young people to script, direct and produce their very own short films. The project also introduced the model of older pupils working with fps media staff to peer mentor younger pupils.

The company continued diversifying the range of training opportunities by developing accredited and non accredited courses/training programmes in the area of media theory, web design, DVD design, DVD authoring and animation. fps media is currently undergoing the verification process to deliver a unit in Media Production. It is hoped to offer this qualification from Access level up to Advanced Higher, making it accessible to people with various abilities.

The programme of Continuing Professional Development (CPD) courses was developed and enhanced to increase sustainability rates of media education in schools. These courses were delivered to nursery, primary and secondary teachers along with support staff.

Part of the shortfall in income was recouped through repeat business from established clients such as NHS Lanarkshire, Support for Ordinary Living, Trading Standards, NHS Lanarkshire and Integrated Children's Services. Several new clients such as Hemming Healthcare, Spymaster Events, British Dental Health Association and Lanarkshire Association for Mental Health also helped boost income streams.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

The company has successfully achieved its mission of raising skills and helping to address employability issues by encouraging participation in media based learning/training and also by providing 'affordable' production services to charity and voluntary organisations. Significant achievements during the year included:

Helping bridge the skills gap for individuals with theory based qualifications by providing 'hands on' experience thereby removing barriers to employment.

Offering a range of bespoke training/learning opportunities to disadvantaged and minority groups. Accredited training programmes offer the opportunity to gain a qualification and therefore assist progression to further education or full time employment or self employment.

Delivery of a range of innovative educational programmes encouraging achievement and inclusion and providing opportunities to young people with low educational participation and qualification levels.

Working with young people from all backgrounds and abilities to produce peer educational DVDs highlighting important issues such as child protection, what it's like living in supported accommodation, anti social behaviour, financial literacy, drug and alcohol abuse, oral health, healthy eating and healthy lifestyles.

FINANCIAL REVIEW

Although work was steady during the year, activity levels fell short of forecast with a subsequent shortfall in income. Expenditure remained controlled helping to reduce the operating loss and cash reserves help cushion the negative cash flow over the 12 month period.

Continuing investment in capital equipment helped fps media retain a competitive edge and offer clients the latest in cutting edge technology. During 2009 fps media completed a total switch over to high definition technology. Investment in a Blu Ray burner and duplicator also allowed the company to retain a competitive edge by offering the client a choice of their master delivered in Standard Definition or High Definition. Investment in a portable autocue facility improved the production process and enhanced clients' experiencing of delivering pieces to camera.

The company continued to operate effectively from its premises in Albert Street following relocation in March 2007. The stand alone single story unit providing ideal accommodation in terms of size, location, functionality and parking facilities. Premises are rented under an 8 year lease with a mutual break clause after 4 years.

INVESTMENT POLICY

The charity does not have funds earmarked for long term investment. As all funds are likely to be required in the medium term, the board has decided that any surplus funds should be deposited in interest bearing bank accounts.

RESERVE POLICY

Restricted reserves (funds) are held for specific purposes and can only be used for those purposes and in accordance with restrictions imposed by funders.

The charity's unrestricted reserves (funds) are maintained at levels which will allow the charity to continue to operate at current levels and to allow continual investment towards charitable objectives.

In accordance with recommended best practice unrestricted reserves are held equivalent to 6 months operating costs to ensure continuity of the charity and for possible redundancy costs. The unrestricted reserves held for this purpose total £100,000.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

As the charity operates in the sectors of media and technology there is a constant need to invest in capital equipment to ensure that it continues to operate and provide training and facilities at the forefront of technology. The unrestricted reserves held for this purpose total £30,000.

During 2008/09 the charity introduced a range of subsidised workshops and training sessions for other charities, schools, community groups and social economy organisations aimed at the personal development of staff and young people. These workshops and sessions are offered on a free or subsidised basis and the unrestricted reserves held for this purpose total £20,000.

Due to sound financial management over a number of years the charity has been able to build up sufficient reserves to meet the above requirements and intends to continue on this basis to ensure its long term sustainability.

REVIEW OF ACTIVITIES AND EVENTS:

The successful completion of the 'Moving Image Education' (MIE) programme delivered on behalf of Scottish Screen and South Lanarkshire Council. The programme uses the study of film and animation to improve and enhance core skills in literacy, numeracy, critical thinking and collaborative learning.

The 'Schools of Ambition' filmmaking programme on behalf of the Lanark Learning Community was launched in October 2008. This involved the provision of bespoke media training to secondary, primary and nursery pupils. The project also involved peer education, with the senior pupils assisting in the tuition of younger pupils. Many of the films produced through the programme tied in with the curriculum and covered topical issues such as local history, environmental issues and science. The project links into the Scottish Executive's 'Schools of Ambition' programme which seeks to raise the ambitions of schools, instil belief and ambition in pupils, extend their opportunities and transform their life chances.

A creative media project on behalf of South Lanarkshire Council, Social Work Department to produce 2 peer educational DVDs. The DVDs utilise both drama and animation to highlight issues which affect young people in supported accommodation. The DVDs will be used as educational tools for adults and young people across the authority.

Delivery of the 'Artsnet' project which utilises drama, music, dance, visual arts and media benefited over 100 young people, some of which came from rural communities and some with additional support needs. The show 'Safe & Sound' based on the theme of Child Protection was performed over 2 nights to over 300 members of the community.

A documentary style training DVD on behalf of North Lanarkshire Social Work. The DVD is based around the theme of transition from school to further education and/or employment.

'The Great Escape' a filmmaking programme delivered to young people with additional support needs. The project helped young people prepare for the transition from school to further education or employment. The project was aimed at overcoming barriers to opportunity and raising aspirations.

A re edit of the oral health DVD 'Smile with Confidence' on behalf of NHS Lanarkshire. This involved the addition of audio description and Makaton signing to increase accessibility.

Ongoing support and guidance offered to Bellshill and Mossend YMCA in the delivery of a web based project to young people in the Brannock area. The project was created by fps media and passed over to the YMCA in August 2009.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

'Club Create' an out of school hours media club delivered to pupils from Lanark Grammar School. The club encouraged 'like minded' young people to network and develop their filmmaking skills.

Workshops delivered through the Creative Identities programme to provide art based opportunities to young carers and young people in supported accommodation.

A range of media based workshops offered to the general public. The workshops are suited to the keen amateur, aspiring video professionals and small businesses wishing to create their own video content.

The charity continued to work closely and develop partnership working with various complimentary organisations such as Voluntary Action North Lanarkshire, Integrated Children's Services, Community Education Partnership, the Cultural Coordinator Network, Support for Ordinary Living, Healthy Valley's, Home School Partnership, Social Work and YMCA.

Development and delivery of a range of Continuing Professional Development (CPD) courses. Courses explore the potential for using filmmaking, animation, multimedia and ICT in the classroom and across the curriculum.

In addition to a range of CPD courses, fps media has successfully diversified into the production of CPD films for streaming on the national intranet for education, GLOW Scotland. Resources have included a dance CPD lesson and a resource covering child safety.

A number of DVDs were produced for charitable/voluntary organisations to help raise awareness. These projects also involved the training of group members to empower them to become actively involved in the production process.

Continued provision of work experience, mentoring and networking opportunities for young people interested in pursuing a career in the media field.

During 2009/2010 fps media offered a range of free and/or subsidised workshops and training sessions to other charities, schools, community groups and social economy organisations. These workshops were aimed at the personal development of staff and young people and to encourage participation in moving image.

Funders, teachers, project leaders and project participants have enthused about their experiences with fps media, highlighting many of the benefits in the range of programmes available. Many of the programmes delivered during the year benefited individuals and groups from disadvantaged backgrounds providing exciting and engaging learning opportunities in a safe and controlled environment through provision of accredited training.

Production of a range of DVDs highlighting the issue of Child Protection on behalf of North Lanarkshire & South Lanarkshire Social Work Departments, some of which will be used as peer educational tools while others used for staff training and development.

Input into the North Lanarkshire Mental Health Film and Arts Festival. This was provided as an 'in kind' activity due to limited budget and also the positive contribution it would make the community.

'Mini Music Makers' a sound recording project with 4 nurseries in South Lanarkshire to produce an audio CD of original songs performed by young people.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

PLANS FOR FUTURE PERIODS

The charity looks forward to the challenging year ahead and the impact the organisation can make in encouraging media and multi media based training and learning opportunities.

The downturn in the economy and restricted clients budgets will provide a challenging time for the company over the next year. The company will look to implement the recommendations outlined in the Strategic Review. A marketing plan will also be implemented to create brand awareness and attract new business.

A marketing drive will also focus on increasing the client base and attracting new clients. This will be achieved through a combination of marketing, a sales drive and use of the website.

Increasing the number of beneficiaries involved in training and learning opportunities by allocating an annual budget for the delivery of 'Charitable Activities'. This will fund the provision of free or subsidised training or educational opportunities to groups or individuals who would not otherwise have the financial resources to participate in such activities.

Development in the range of accredited training programmes in the coming year to include Vocational Qualifications designed particularly at school aged children and also increase the range of qualifications offered to include media theory, animation and multi media.

Increased focus on the NEET group (not in Education, Employment or Training) with the aim of increasing skill level and access to further education, training and employment.

Due to the restricted budgets of the traditional client base of fps media, the charity will proactively apply for grant funding and also work collaboratively with external agencies to develop funding bids.

Target other social enterprise organisations to produce DVDs or short films either to promote these organisations or to deliver key public messages to a wide audience.

Intellectual Property Rights on DVDs produced will be examined as a way of generating income. This could lead to an agreement of a distribution of the profits of sales of digital material.

The company will also look to gradually upgrade its existing cameras to hybrid cameras which will record onto both tape and Compact Flash (CF) format. As technology moves towards a tapeless society the use of card technology will decrease the time spent on capturing footage and therefore reduce staff time spent on editing and subsequent operating costs. This investment was postponed during 2009/2010 due to high prices.

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Motherwell Youth Enterprise Centre for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2010

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these 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 applicable UK Accounting Standards have been followed, 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 charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Registered office:
Unit 4
58/60 Albert Street
Motherwell
Lanarkshire
ML1 1PR

Signed by order of the trustees



MR. J FAIRLIE
Charity Secretary

28 October 2010

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND
MEMBERS OF MOTHERWELL YOUTH ENTERPRISE CENTRE**

YEAR ENDED 31 MARCH 2010

We have audited the financial statements of Motherwell Youth Enterprise Centre for the year ended 31 March 2010 on pages 12 to 21, which have been prepared on the basis of the accounting policies set out on pages 14 to 16.

This report is made solely to the company's members, as a body, in accordance with chapter 3 of section 16 of the Companies Act 2006, and to the charity's trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

The responsibilities of the trustees for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Responsibilities of the Trustees on pages 8 to 9.

We have been appointed auditors under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with those Acts.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006. We also report to you whether in our opinion the information given in the Trustees Annual Report is consistent with the financial statements.

We also report to you if, in our opinion, the charity has not kept adequate and proper accounting records, if the charity's financial statements are not in agreement with these accounting records, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Trustees Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES AND
MEMBERS OF MOTHERWELL YOUTH ENTERPRISE CENTRE (continued)**

YEAR ENDED 31 MARCH 2010

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 trustees in the preparation of the financial statements, 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 financial statements 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 financial statements.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out below:

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

OPINION

In our opinion:

- the financial statements give a true and fair view of the state of the charity's affairs as at 31 March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; and
- the information given in the Trustees Annual Report is consistent with the financial statements.



DAVID MARSHALL (Senior
Statutory Auditor)
For and on behalf of
ALEXANDER MARSHALL
Chartered Accountants
& Statutory Auditor

84 Hamilton Road
Motherwell
ML1 3BY

Alexander Marshall are eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

28 October 2010

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

YEAR ENDED 31 MARCH 2010

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	–	3,709	3,709	11,300
Investment income	3	12,521	–	12,521	4,536
Incoming resources from charitable activities	4	107,183	–	107,183	163,449
Other incoming resources	5	1,493	–	1,493	150
TOTAL INCOMING RESOURCES		<u>121,197</u>	<u>3,709</u>	<u>124,906</u>	<u>179,435</u>
RESOURCES EXPENDED					
Charitable activities	6/7	(134,194)	(11,272)	(145,466)	(162,220)
Governance costs	8	(32,171)	–	(32,171)	(31,275)
TOTAL RESOURCES EXPENDED		<u>(166,365)</u>	<u>(11,272)</u>	<u>(177,637)</u>	<u>(193,495)</u>
NET OUTGOING RESOURCES FOR THE YEAR/NET EXPENDITURE FOR THE YEAR					
	9	(45,168)	(7,563)	(52,731)	(14,060)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>289,098</u>	<u>7,812</u>	<u>296,910</u>	<u>310,970</u>
TOTAL FUNDS CARRIED FORWARD		<u>243,930</u>	<u>249</u>	<u>244,179</u>	<u>296,910</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 14 to 21 form part of these financial statements.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2010

	Note	2010 £	2009 £
FIXED ASSETS			
Tangible assets	13	14,319	16,293
CURRENT ASSETS			
Debtors	14	23,788	48,856
Cash at bank and in hand		240,877	276,581
		<u>264,665</u>	<u>325,437</u>
CREDITORS: Amounts falling due within one year	15	<u>(34,805)</u>	<u>(44,820)</u>
NET CURRENT ASSETS		229,860	280,617
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>244,179</u>	<u>296,910</u>
NET ASSETS		<u>244,179</u>	<u>296,910</u>
FUNDS			
Restricted income funds	17	249	7,812
Unrestricted income funds	18	243,930	289,098
TOTAL FUNDS		<u>244,179</u>	<u>296,910</u>

These financial statements were approved by the members of the committee on the 26 August 2010 and are signed on their behalf by:

H Curran
Director



Company Registration Number: SC150305

The notes on pages 14 to 21 form part of these financial statements.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small.

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of donations, grants and gifts and is included in full in the statement of financial activities when these are receivable except as follows:

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.

Investment income is included when receivable.

Incoming resources from charitable trading activity are accounted for when earned.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

1. ACCOUNTING POLICIES *(continued)*

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the sale of computers and peripherals.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the soFa on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. Floor area, per capita or estimated usage.

Apportionment of costs

Costs incurred solely in respect of activities are allocated to that activity. Other costs incurred are apportioned by the trustees to activities on the basis of their estimate of the usage by each activity of that cost.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Where unrestricted funds have been earmarked for a particular project they have been classified as designated with the fund title being the project for which the fund is intended.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

Netting off of income and expenditure

Incoming resources have been recorded in the financial statements at their gross amounts, without the deduction of any expenditure.

Fixed assets

All fixed assets are initially recorded at cost.

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

1. ACCOUNTING POLICIES *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer and video equipment	- 25%pa straight line
Fixtures and fittings	- 20%pa reducing balance

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the statement of financial activities.

Donations and grants

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable except as follows:

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.

2. VOLUNTARY INCOME

	Restricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Grants receivable			
First Light income	2,284	2,284	—
Big lottery fund fair share trust	—	—	11,300
Future jobs fund	1,425	1,425	—
	<u>3,709</u>	<u>3,709</u>	<u>11,300</u>

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

3. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£
Bank interest receivable	12,521	12,521	4,536

4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£
Training and film schools	57,133	57,133	101,063
Video production	50,050	50,050	62,386
	<u>107,183</u>	<u>107,183</u>	<u>163,449</u>

5. OTHER INCOMING RESOURCES

	Unrestricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£
Gains on disposal of tangible fixed assets for charity's own use	1,393	1,393	—
Other income	100	100	150
	<u>1,493</u>	<u>1,493</u>	<u>150</u>

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2010	Total Funds 2009
	£	£	£	£
Training and film schools	81,764	235	81,999	92,673
Video production	20,432	7,735	28,167	29,336
Support costs	31,998	3,302	35,300	40,211
	<u>134,194</u>	<u>11,272</u>	<u>145,466</u>	<u>162,220</u>

7. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Support costs	Total Funds 2010	Total Funds 2009
	£	£	£	£
Training and film schools	81,999	26,372	108,371	122,733
Video production	28,167	8,928	37,095	39,487
	<u>110,166</u>	<u>35,300</u>	<u>145,466</u>	<u>162,220</u>

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

8. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2010 £	Total Funds 2009 £
Salaries and wages	23,598	23,598	23,618
Premises costs	2,540	2,540	2,795
Audit fees	1,900	1,900	1,775
Legal fees	688	688	24
Depreciation	1,122	1,122	1,316
Pension costs	1,065	1,065	1,063
Bank charges and disclosures	103	103	75
Other office costs	307	307	329
Conference, training and subscription	848	848	280
	<u>32,171</u>	<u>32,171</u>	<u>31,275</u>

9. NET OUTGOING RESOURCES FOR THE YEAR

This is stated after charging:

	2010 £	2009 £
Staff pension contributions	3,660	3,665
Depreciation	10,398	13,161
Auditors' remuneration:		
- audit of the financial statements	1,900	1,775
Operating lease costs:		
- Land and buildings	<u>13,500</u>	<u>13,500</u>

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2010 £	2009 £
Wages and salaries	101,839	113,509
Social security costs	10,208	11,747
Other pension costs	3,660	3,665
	<u>115,707</u>	<u>128,921</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2010 No	2009 No
Number of training staff	3	3
Number of administrative staff	1	1
	<u>4</u>	<u>4</u>

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

10. STAFF COSTS AND EMOLUMENTS *(continued)*

No employee received remuneration of more than £60,000 during the year (2009 - Nil).

11. TRUSTEES' REMUNERATION

The directors' aggregate emoluments in respect of qualifying services were:

	2010	2009
	£	£
Directors' emoluments	76,883	76,349

Two directors, P Waddell and L Jarvie received remuneration of £76,883 in respect of their employment contracts with the Charity (2009 - £76,349).

The above two directors accrued benefits under defined contribution pension schemes (2009 - 2).

The above two directors also received travel expenses in the year. P Waddell received travel expenses of £714 and L Jarvie received travel expenses of £281.

12. TAXATION

The company is non-profit making and is recognised as a charity by the Inland Revenue. No provision has therefore been made for corporation tax.

13. TANGIBLE FIXED ASSETS

	Computer & Video Equipment £	Fixtures & Fittings £	Total £
COST			
At 1 April 2009	135,295	779	136,074
Additions	9,842	221	10,063
Disposals	(22,550)	—	(22,550)
At 31 March 2010	<u>122,587</u>	<u>1,000</u>	<u>123,587</u>
DEPRECIATION			
At 1 April 2009	119,436	350	119,786
Charge for the year	10,268	130	10,398
On disposals	(20,916)	—	(20,916)
At 31 March 2010	<u>108,788</u>	<u>480</u>	<u>109,268</u>
NET BOOK VALUE			
At 31 March 2010	<u>13,799</u>	<u>520</u>	<u>14,319</u>
At 31 March 2009	<u>15,859</u>	<u>429</u>	<u>16,288</u>

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

14. DEBTORS

	2010 £	2009 £
Trade debtors	21,736	46,670
Prepayments	2,052	2,186
	<u>23,788</u>	<u>48,856</u>

15. CREDITORS: Amounts falling due within one year

	2010 £	2009 £
Trade creditors	257	5,199
Taxation and social security	7,639	14,437
Other creditors	106	-
Accruals	26,803	25,184
	<u>34,805</u>	<u>44,820</u>

16. COMMITMENTS UNDER OPERATING LEASES

At 31 March 2010 the charity had annual commitments under non-cancellable operating leases as set out below.

	Land and buildings	
	2010 £	2009 £
Operating leases which expire:		
Within 2 to 5 years	13,500	-
After more than 5 years	-	13,500
	<u>13,500</u>	<u>13,500</u>

17. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2009 £	Incoming resources £	Outgoing resources £	Balance at 31 Mar 2010 £
First Light	-	2,284	(2,990)	(706)
Generation youth	1,634	-	(1,634)	-
Big lottery fund fair share trust	6,178	-	(6,178)	-
Future jobs fund	-	1,425	(470)	955
	<u>7,812</u>	<u>3,709</u>	<u>(11,272)</u>	<u>249</u>

**MOTHERWELL YOUTH ENTERPRISE CENTRE
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2010

The First light fund has arisen for the purpose of undertaking and delivering a filmmaking project for 76 young people aged from 5 to 11 resulting in the production of 3 short films up to 10 minutes in duration per film. The only restriction is that the funds are spent on costs relating to the project.

The Generation youth fund has arisen for the purpose of producing a DVD with youthbank participants in the Coatbridge and Airdrie area. The only restriction is that the funds are spent in accordance with the conditions of the grant.

The Big lottery fund fair share trust has arisen for the purpose of the 'Go Brannock' project which was developed to enable young people in the Brannock area to become more involved in designing and delivering services for young people. The only restriction is that the funds are spent on expenditure relating to the project.

The Future jobs fund has arisen to support the creation of jobs and the employment of long-term unemployed young people on Jobseeker's Allowance. The only restriction is that the funds are spent on wages costs relating to one video production assistant working 27 hours per week.

18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2009	Incoming resources	Outgoing resources	Balance at 31 Mar 2010
	£	£	£	£
General Funds	<u>289,098</u>	<u>121,197</u>	<u>(166,365)</u>	<u>243,930</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds:			
First Light	—	(706)	(706)
Future jobs fund	—	<u>955</u>	<u>955</u>
	—	<u>249</u>	<u>249</u>
Unrestricted Income Funds	<u>14,319</u>	<u>229,611</u>	<u>243,930</u>
Total Funds	<u>14,319</u>	<u>229,860</u>	<u>244,179</u>

20. RELATED PARTY TRANSACTIONS

Two directors, P Waddell and L Jarvie received remuneration totalling £76,883 in respect of their employment contracts with the charity (2009 - £76,349).

21. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and does not have any shareholders. The company is under the control of the directors who are listed in the Directors Report.