

Co No

Charity Registration No. SC028216 (Scotland)

Company Registration No. SC201393 (Scotland)

ELGIN YOUTH DEVELOPMENT GROUP LTD
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018

FRIDAY



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COMPANIES HOUSE

ELGIN YOUTH DEVELOPMENT GROUP LTD

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	J F Paterson	
	L J Williamson	
	N Grant	(Appointed 1 August 2017)
	D Robertson	(Appointed 30 November 2017)
	A Lindsay	(Appointed 21 June 2018)
	S Chalmers	(Appointed 22 October 2018)
Charity number (Scotland)	SC028216	
Company number	SC201393	
Principal address	Elgin Youth Cafe Francis Place Elgin IV30 1LQ	
Registered office	Elgin Youth Cafe Francis Place Elgin IV30 1LQ	
Independent examiner	Cathedral Accountancy Ltd. 4 North Guildry Street Elgin Moray IV30 1JR	

ELGIN YOUTH DEVELOPMENT GROUP LTD

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ELGIN YOUTH DEVELOPMENT GROUP LTD

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2018

The trustees present their report and financial statements for the year ended 31 March 2018.

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 current statutory requirements, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The objectives of the charity are to provide a safe and inclusive place where young people of secondary school age are able to meet and socialise away from the everyday pressures facing them and to provide personal and social development opportunities. We offer a diverse programme of term time, holiday and bespoke programmes, all designed and delivered to support the needs and develop the opportunities offered to the young people of Elgin.

We have a strong Board of 7 Directors and a youth management group who work tirelessly to ensure the success and relevance of the entire project.

Achievements and performance

During 2017/18 our Chief Officer, Neil Millward moved on to pastures new and we would like to thank him for his contribution to EYDG during his 3 years with us. The recruitment process for such a significant role takes time and the staff, with the support of the Directors, did an excellent job ensuring that operations, activities and programmes didn't suffer during this potentially difficult period.

We were delighted to appoint our new Chief Officer, Clair Ferguson, to post in January. Clair has excelled in bringing stability back to EYDG and has prioritised building the team by appointing key posts including our new Youth Team Manager.

EYDG continues to provide support to the young people of Elgin and the wider community through The Inkwel and Community Kitchen. This is only made possible by the commitment given by the board of Directors, staff, volunteers and funders. Sincere gratitude is extended to them all.

We have in excess of 150 active members of the Youth Café and during the year we have delivered the following projects, activities and programmes:

ELGIN YOUTH DEVELOPMENT GROUP LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2018

Generic

Overall this work involves coordinating the Youth Management Group, organising holiday and term time programmes and engaging in partnership exercises. This is a key role in delivering the "run by young people, for young people" ethos at the heart of EYDG. The group helped set the direction of our youth work offer, ensuring it remains relevant and accessible to as many young people as possible.

Holiday programmes were offered at Easter, Summer and Autumn breaks, providing 94 different activities and classes. Trips were organised to local events and attractions as well as a range of in-house cookery, crafting and fitness opportunities. Term time activities include the Friday night drop-in which are planned, organised and delivered by our young people.

In addition, our Primary 7 transition programme was reviewed and extended. The primary schools in the Elgin High and Elgin Academy Associated School Groups were contacted and all Primary 7 pupils invited to attend a dedicated after-school session. The sessions ran from February to the summer holidays, with over 100 pupils benefiting from the taster activities and youth work support. Each class was also invited to visit the café to meet the team and become familiar with the facilities. The majority went on to become full members and feedback from the young people, parents and schools tell us they greatly benefited from getting to know one another before the transition to the "big school".

Living Well

This project focussed on the mental health and wellbeing of young people. It incorporated a mix of group working, 1-2-1 support and in-school activities. Sessions offered this year included Drama Therapy, Mellow Mondays and Crafty Creations, each intended to provide young people with coping strategies to better manage anxiety and stress. In total, 63 group sessions, 17 in-school activities and 19 Princes Trust classes were supported. This year, at the young people's request, we designed a community event called Break Through Your Barriers which presented a series of achievable obstacles for young people to negotiate. Each obstacle had a theme, such as Be Your Own Super Hero, designed to develop the skills of resilience, team-working and confidence. The event was planned for March 2018 but, due to bad weather, had to be delayed until July when it attracted over 250 young people and their families.

Health Promotion

This programme aimed to raise awareness of healthy lifestyles through cookery and fitness projects. Sessions were delivered in the Community Kitchen, schools and in partnership with community groups, such as the Active School Coordinators. Over 100 cookery classes and 50 active sessions were offered.

Cookery classes offered a range of recipes and taste experiences, encouraging young people to try new things and healthier alternatives. Our approach has been to teach young people how to take every day ingredients and turn them into tasty, nutritious meals. Our more advanced classes seek to introduce food from around the world.

Fitness sessions included Couch to 5K training in preparation for our Colour Run, Swimathons and Personal Fitness training.

Employability

A new Employability programme, funded by the European Social Fund commenced this year and will run for 2 years. Vulnerable young people with multiple barriers to employment were recruited to join the hospitality team. Each are offered a 12 week contract, providing work experience, employability advice and 1-2-1 counselling. During the year 7 trainees benefited from this programme.

Autumn 2017 saw the refurbishment of the youth café with our young people choosing the design and working with the contractors to gain new skills as well as relaunching it in October as the Warehouse@eyc.

ELGIN YOUTH DEVELOPMENT GROUP LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2018

Moving Forward

The coming year presents many opportunities. We were delighted that Children in Need have continued our funding for the next 3 years and we will seek to grow the Health Promoting programme. In particular, we will extend our partnership working to help identify and support the most vulnerable young people in our community.

Generic youth work will focus on supporting the Youth Management Group (formally known as the Divas and Heroes). Young people's achievements will be recognised through participation in the Youth Achievement Awards, Saltire and Dynamic Youth programmes. We are delighted that the William Grant Foundation has confirmed funding to the end of 2021 for this work.

Following a pilot exercise this year, we secured funding from the Scottish Whisky Action Fund to establish a new project aimed at supporting young people displaying risky behaviours, including alcohol and substance misuse. The project will involve detached working. Primarily, we will focus on the streets surrounding the café, specifically South Street and Academy Street. Young people will be encouraged to attend the café where they will be able to access support and alternative, healthy and age-appropriate activities. We will seek to recruit an additional Youth Worker, with relevant experience, to lead the project.

We are planning to introduce an Interact Club in partnership with Elgin Rotary Club. This is an ideal vehicle to enable young people to participate in community projects that are important to them. In addition they will be involved in an international fundraising project of their choosing.

Social Enterprise – The Inkwell

2017/18 was the first full year of operating our Social Enterprise following the completion of its refurbishment. We continued to increase the number of venue hires and in-house catering through a range of charity, voluntary, public and private sector hires. In total 140 different organisations used our facilities and we achieved an increase of earned income of 31.7%.

The feedback from users of The Inkwell has been very positive and this has resulted in repeat business and many new clients, ranging from business breakfasts to evening hires. Our outside catering activity has also increased from small events up to large events where we have catered for 150 people.

Our aim is to use our Employability Programme to support the work of our Social Enterprise by offering work placements to those interested in working in hospitality and administration.

ELGIN YOUTH DEVELOPMENT GROUP LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2018

Community Kitchen

During this financial year, the Community Kitchen has continued to provide a safe and fun environment for members of the local community to develop their cooking skills, nurture relationships and promote social inclusion. The cooking sessions have taken several formats including individual drop-in sessions and 4 week blocks which take participants from soups and starters to main courses and desserts, concluding with healthy versions of favourite take away meals.

There have also been themed sessions according to different holiday seasons and cultural backgrounds. As always there has been a specific focus on health, not just in terms of diet but also the benefits of cooking or baking on mental health.

There has been over 900 individuals attending sessions provided by the Community Kitchen (not including sessions provided under the CIN Afterschool cooking class banner) since August 17, which includes 120 families who have directly benefited from the session either by increased awareness of healthier alternatives or improved relationships within the family unit. Whilst local primary schools remain our largest audience, work continues with local community groups such as Penumbra, University of the Third Age (U3A), services for older people and Girlguiding.

One of the most outstanding achievements for the Community Kitchen has been in partnership with a local primary school who requested we work with a group of children who required additional support within the learning environment. Attending sessions over 5 weeks, the difference in the attitude, behaviour and enthusiasm between the first and final weeks was remarkable. Initially a group who did not want to come into the Community Kitchen, let alone cook were proudly showing off what they had made to their Headmaster. The teacher and accompanying staff all remarked on the positive impact that the cooking sessions have had on the general behaviour of the children who attended. It is hoped to continue with this project in the next 12 months, promoting the benefits of cooking sessions for pupils with additional needs to other local schools.

Looking forward, we aim to extend a concept developed during the early part of this year which took young pupils on a journey from 'Farm to Plate'. We have recently received £2500 from Santander to deliver similar sessions to more local primary schools in partnership with Royal Northern Countryside Initiative (RNCI).

We would like to express our appreciation to all of those who have helped provide the breadth of activities on offer. This includes our Directors, volunteers and staff who are all extremely passionate about the project and the young people it serves. However none of this would happen without the continuing support of our funders to whom we are extremely grateful.

Financial review

The charity is pleased to report a successful year of funding with a variety of significant projects ongoing at the year end. Income received in the year includes the final grants in relation to the new Inkwell & the Youth Café being refurbished, which re-opened in the year to much love by the Young Team and visitors. The final element of the cost has been capitalised in the balance sheet, increasing the fixed asset reserve accordingly.

Other significant funding in the year has been received in relation to the appointment of several staff members which contributes to the charity's continual growth and provision of services to the Moray Area. Some of this funding relates to future years with some being received in April 2019 to assist with running costs of newly appointed staff. This is explained further in Note 14 to the financial statements.

Expenditure on charitable objectives has seen a slight decline due to the project to visit Africa was not repeated this year. It is anticipated that an exchange will occur with Elgin being the host in 2019.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

ELGIN YOUTH DEVELOPMENT GROUP LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2018

The level of unrestricted funds held at the year end including the revaluation reserve was £807,918 of which £651,583 is represented by fixed assets and £156,325 by liquid funds.

Restricted funds are funds which are used in accordance with the specific restrictions imposed by donors or which have been raised by the charity for a specific purpose.

The level of restricted funds held at the year end was £167,838. This represents funds received to cover specific expenditure in future years.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Further improvements to the Youth Café are expected to be made in the coming year, with other events of the Annual Colour Run and Inspiration Week having already occurred, it appears another positive year is expected for 2019. The trustees would like to thank all staff, visitors and donors for their continued support.

Structure, governance and management

The company is a registered charity, number SC028216. It is a company limited by guarantee, not having a share capital and is governed by the rules set out in its Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

J Lunan	(Resigned 30 November 2017)
S Tsotsi	(Resigned 26 June 2018)
G Munro	(Resigned 1 August 2017)
A Dennis	(Resigned 1 August 2017)
J F Paterson	
J Provan	(Resigned 30 November 2017)
P Mutch	(Resigned 26 June 2018)
L J Williamson	
N Grant	(Appointed 1 August 2017)
D Robertson	(Appointed 30 November 2017)
A Lindsay	(Appointed 21 June 2018)
S Chalmers	(Appointed 22 October 2018)

New trustees are appointed at the annual general meeting or may be appointed by the existing trustees during the year. The trustees who have served the longest in office since they were last appointed retire and may offer themselves for re-election at the annual general meeting. Any trustee appointed during the year shall retire and offer themselves for re-election at the annual general meeting.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The management of the charity is the responsibility of the trustees who are elected at the annual general meeting. The charity is administered by the board of trustees.

Potential trustees are identified by existing trustees having regard to the skills available and required. New trustees are given appropriate training according to the requirements of the position.

ELGIN YOUTH DEVELOPMENT GROUP LTD

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2018

Statement of trustees' responsibilities

The trustees, who are also the directors of Elgin Youth Development Group Ltd for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and 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.

The trustees' report was approved by the Board of Trustees.



L J Williamson
trustee

Dated: 27 November 2018

ELGIN YOUTH DEVELOPMENT GROUP LTD

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ELGIN YOUTH DEVELOPMENT GROUP LTD

I report on the financial statements of the charity for the year ended 31 March 2018, which are set out on pages 8 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees, who are also the directors of Elgin Youth Development Group Ltd for the purposes of company law, are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

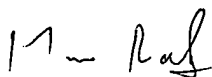
Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the financial statements.

Independent examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - (ii) to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Munro Rankine CA
Independent examiner
Cathedral Accountancy Ltd.
4 North Guildry Street
Elgin
Moray
IV30 1JR

Dated: 27 November 2018

ELGIN YOUTH DEVELOPMENT GROUP LTD

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<u>Income and endowments from:</u>					
Donations	2	13,430	-	13,430	6,337
Grants for Inkwell renovation	3	-	18,296	18,296	112,373
Grants for EYDG activities	4	-	307,046	307,046	207,008
Investments	5	1,976	-	1,976	1,507
Fundraising events		9,989	-	9,989	2,950
Commercial activities	6	54,735	-	54,735	41,567
Total income		80,130	325,342	405,472	371,742
<u>Expenditure on:</u>					
Raising funds	7	17,482	-	17,482	23,037
Charitable activities	8	35,124	201,955	237,079	263,175
Other expenditure	11	5,594	-	5,594	3,191
Total resources expended		58,200	201,955	260,155	289,403
Net incoming resources before transfers		21,930	123,387	145,317	82,339
Gross transfers between funds		70,601	(70,601)	-	-
Net income for the year/ Net movement in funds		92,531	52,786	145,317	82,339
Fund balances at 1 April 2017		715,387	115,052	830,439	748,100
Fund balances at 31 March 2018		807,918	167,838	975,756	830,439

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ELGIN YOUTH DEVELOPMENT GROUP LTD

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2018

	Notes	2018 £	£	2017 £	£
Fixed assets					
Property, plant and equipment	12		651,593		610,529
Current assets					
Inventories	13	919		850	
Trade and other receivables	14	113,815		6,305	
Cash at bank and in hand		216,202		217,819	
		<u>330,936</u>		<u>224,974</u>	
Current liabilities	15	(6,773)		(5,064)	
Net current assets			324,163		219,910
Total assets less current liabilities			<u>975,756</u>		<u>830,439</u>
Income funds					
Restricted funds - general	16		167,838		115,052
<u>Unrestricted funds</u>					
Designated funds	17	610,675		569,611	
General unrestricted funds		156,325		104,858	
Revaluation reserve		<u>40,918</u>		<u>40,918</u>	
			807,918		715,387
			<u>975,756</u>		<u>830,439</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2018. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 27 November 2018

L J Williamson

L J Williamson
Trustee

Company Registration No. SC201393

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting policies

Charity information

Elgin Youth Development Group Ltd is a registered charity (number SC028216) and a private company limited by guarantee incorporated in Scotland. The registered office is Elgin Youth Cafe, Francis Place, Elgin, IV30 1LQ.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's current statutory records, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts are prepared in sterling, which is the functional currency of the charity.

The accounts have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations and grants are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Grant income is recognised when it has been awarded to the charity.

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting policies

(Continued)

Revenue is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts and other sales related taxes.

1.5 Resources expended

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay, when it is probable that a transfer of economic benefits will arise and when the amount can be measured reliably. As the charity is not VAT registered all expenditure includes irrecoverable input VAT where appropriate.

1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Heritable property	2.5% straight line
Fixtures and fittings	25% and 50% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Expenditure under £500 is not capitalised.

1.7 Inventories

Inventories are stated at the lower of cost and estimated selling price less costs to complete and sell.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1.10 Employee benefits

The cost of any significant unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

1 Accounting policies (Continued)

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Donations

	2018	2017
	£	£
Donations and gifts	13,430	6,337
	<u>13,430</u>	<u>6,337</u>

3 Grants for Inkwell renovation

	2018	2017
	£	£
Grants for Inkwell renovation	18,296	112,373
	<u>18,296</u>	<u>112,373</u>

4 Grants for EYDG activities

	2018	2017
	£	£
Grants for EYDG activities	307,046	207,008
	<u>307,046</u>	<u>207,008</u>

5 Investments

	2018	2017
	£	£
Interest receivable	1,976	1,507
	<u>1,976</u>	<u>1,507</u>

6 Commercial activities

	2018	2017
	£	£
Inkwell and related income	54,735	41,567
	<u>54,735</u>	<u>41,567</u>

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

7 Raising funds

	2018	2017
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	3,677	2,628
	<hr/>	<hr/>
<u>Trading costs</u>		
Inkwell operating costs	13,805	20,409
	<hr/>	<hr/>
	17,482	23,037
	<hr/> <hr/>	<hr/> <hr/>

8 Charitable activities

	2018	2017
	£	£
Staff costs	165,441	180,492
Depreciation and loss on sale	23,335	21,554
Trading expenses	3,602	5,870
Activities	19,421	11,881
Staff training	-	8,308
Utility costs	10,864	8,999
Postage, advertising and stationery	4,062	3,945
Travel costs	-	14,156
Repairs and maintenance	7,050	6,648
Computer consultancy costs	406	660
General expenses	2,274	123
Equipment hire	624	539
	<hr/>	<hr/>
	237,079	263,175
	<hr/>	<hr/>
	237,079	263,175
	<hr/> <hr/>	<hr/> <hr/>
Analysis by fund		
For the year ended 31 March 2018		
Unrestricted funds	35,124	
Restricted funds - general	201,955	
	<hr/>	
	237,079	
	<hr/> <hr/>	
For the year ended 31 March 2017		
Unrestricted funds		83,550
Restricted funds - general		179,625
		<hr/>
		263,175
		<hr/> <hr/>

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

Number of employees

The average monthly number employees during the year was:

	2018 Number	2017 Number
Full time employees	3	3
Part time employees	12	10
	<u>15</u>	<u>13</u>

Employment costs

	2018 £	2017 £
Wages and salaries	156,758	167,892
Social security costs	6,299	7,784
Other pension costs	2,384	4,816
	<u>165,441</u>	<u>180,492</u>

The estimate of full time equivalent staff for the year is 9 (2017 8).

There were no employees whose annual remuneration was £60,000 or more.

11 Other expenditure

	2018 £	2017 £
Insurance	3,383	1,891
Independent examination fees	1,227	1,180
Professional fees	984	120
	<u>5,594</u>	<u>3,191</u>

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

12 Property, plant and equipment

	Heritable property £	Fixtures and fittings £	Total £
Cost or valuation			
At 1 April 2017	621,648	72,681	694,329
Additions	56,988	7,411	64,399
At 31 March 2018	678,636	80,092	758,728
Depreciation and impairment			
At 1 April 2017	20,291	63,509	83,800
Depreciation charged in the year	16,966	6,369	23,335
At 31 March 2018	37,257	69,878	107,135
Carrying amount			
At 31 March 2018	641,379	10,214	651,593
At 31 March 2017	601,357	9,172	610,529

One of the charity's properties was revalued in 2016 by an independent chartered surveyor in accordance with International Valuation Standards based on recent market transactions on an arm's length basis for similar properties.

The net book value based on the historical cost of the charity's properties would have been £562,485.

13 Inventories

	2018 £	2017 £
Consumables	919	850

14 Trade and other receivables

	2018 £	2017 £
Trade receivables	6,019	3,975
Other receivables	105,796	-
Prepayments and accrued income	2,000	2,330
	113,815	6,305

Other receivables include grants receivable of £104,762 which had been awarded before 31 March 2018 but were not received until after this date. Of this amount, £54,318 is due to be received in more than one year.

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

15 Current liabilities

	2018 £	2017 £
Other taxation and social security	2,989	-
Trade payables	763	756
Other payables	1,321	2,698
Accruals and deferred income	1,700	1,610
	<u>6,773</u>	<u>5,064</u>

16 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:

	Movement in funds			
	Balance at 1 April 2017 £	Incoming resources £	Resources expended £	Transfers £
				Balance at 31 March 2018 £
Youth Team Activities	8,565	4,571	(10,136)	(3,000)
Delta Force	-	10,150	(150)	-
Living Well	11,404	33,970	(31,974)	-
Moray Food Network	7,608	22,720	(24,196)	-
Community Kitchen Activities	-	23,960	(13,960)	-
Social Enterprise Salaries	11,620	18,044	(25,664)	-
Inkwell Project	49,805	18,296	(500)	(67,601)
Youth Work Funding	26,050	179,354	(81,098)	-
Employability Project	-	12,682	(12,682)	-
South Africa Project	-	1,595	(1,595)	-
	<u>115,052</u>	<u>325,342</u>	<u>(201,955)</u>	<u>(70,601)</u>
				<u>167,838</u>

Restricted funds are further analysed in appendix 1 to the accounts.

The transfers from the restricted funds represent funds given to finance the purchase of fixed assets. The restriction is lifted when the assets have been purchased, the balance of the restricted fund is then transferred to the designated fund.

ELGIN YOUTH DEVELOPMENT GROUP LTD

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

17 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2017 £	Movement in funds		Balance at 31 March 2018 £
		Incoming resources £	Resources expended £	
Asset fund	569,611	64,399	(23,335)	610,675
	<u>569,611</u>	<u>64,399</u>	<u>(23,335)</u>	<u>610,675</u>

The asset fund comprises the net book value of fixed assets other than amounts included in the revaluation reserve and is intended to cover future depreciation charges.

18 Analysis of net assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances at 31 March 2018 are represented by:			
Property, plant and equipment	651,593	-	651,593
Current assets/(liabilities)	<u>156,325</u>	<u>167,838</u>	<u>324,163</u>
	<u>807,918</u>	<u>167,838</u>	<u>975,756</u>

The unrestricted fund includes £569,611 of designated funds and £40,918 of revaluation reserve.

**ELGIN YOUTH DEVELOPMENT GROUP
APPENDIX ONE
FOR THE YEAR ENDED 31 MARCH 2018**

Restricted funds

The purpose and movements on restricted funds are shown below.

	At 1/4/17	Incoming resources	Resources expended	Transfers	At 31/3/18
Youth Team Activity funding:					
Mary Salmond Trust		140	140		0
MFR	1,415	2,240	3,655	0	0
Tesco	3,150	1,050	4,200	0	0
TSI Moray	1,000	1,141	2,141	0	0
Welsh Family Trust	3,000		0	(3,000)	0
	8,565	4,571	10,136	(3,000)	0
Delta Force funding:					
Awards for All	0	10,000		0	10,000
Moray Council	0	150	150	0	0
	0	10,150	150	0	10,000
Moray Food Network					
NHS Grampian - Eat Canny Project	7,608	8,400	16,008	0	0
NHS Grampian - Moray Food Network	0	13,820	8,188	0	5,632
Mary Salmond Trust	0	500	0	0	500
	7,608	22,720	24,196	0	6,132
Living Well:					
Young Start	0	24,970	24,970	0	0
Henry Duncan Awards	0	4,000	4,000	0	0
Staffordshire Trust	0	5,000	0	0	5,000
TSI Moray	1,000	0	1,000	0	0
Young Start	10,404	0	2,004	0	8,400
	11,404	33,970	31,974	0	13,400
Community Kitchen funding:					
Big Lottery		23,960	13,960	0	10,000
	0	23,960	13,960	0	10,000
Social Enterprise salaries funding:					
Go4it	11,620	9,000	20,620	0	0
HIE	0	9,044	5,044	0	4,000
	11,620	18,044	25,664	0	4,000
Inkwell project funding:					
Big Lottery	22,936			(22,936)	0
David and June Gordon Trust	500			(500)	0
Elgin City Bid	0	500	500	0	0
Elgin Common Good Fund	5,369			(5,369)	0
Clothworkers Trust	0	10,000		(10,000)	0
Keep Scotland Beautiful		6,542		(6,542)	0
Moray Council		1,254		(1,254)	0
Robertson Trust	20,000			(20,000)	0
Welsh Family Trust	1,000			(1,000)	0
	26,869	18,296	500	(44,665)	0

Youth Work:

Children in Need	24,300	24,625	48,925	0	0
Christina Mary Hendrie	0	5,000	0	0	5,000
Scottish Whisky Foundation	0	13,590	0	0	13,590
Gannochy Trust	1,750	7,000	7,000	0	1,750
Moray Council Young Citizen Award	0	500	500	0	0
Robertson Trust	0	60,000		0	60,000
SCVO	0	5,498	5,498	0	0
William Grant	0	58,966	15,000	0	43,966
Youthlink	0	4,175	4,175	0	0
	<u>26,050</u>	<u>179,354</u>	<u>81,098</u>	<u>0</u>	<u>124,306</u>

Employability project:

Moray Coucil Employment		12,682	12,682		0
	<u>0</u>	<u>12,682</u>	<u>12,682</u>	<u>0</u>	<u>0</u>

South Africa project

Wood Foundation		1,095	1,095		0
Rotary Club of Elgin		500	500		0
	<u>0</u>	<u>1,595</u>	<u>1,595</u>	<u>0</u>	<u>0</u>
	<u>92,116</u>	<u>325,342</u>	<u>201,955</u>	<u>(47,665)</u>	<u>167,838</u>

Represented by

Debtors

104,762

Bank

63,076167,838