

# MID ARGYLL YOUTH DEVELOPMENT SERVICES

## **DIRECTORS**

Raymond Flanagan	-	
Peter Hogbin	-	
Shellby Spriddell	-	Resigned
Pasqua Faccenda	-	
Hannah Wilson	-	Resigned
Mark Middleton	-	
Mark Johnstone	-	Appointed 3 October 2016

## **SECRETARY**

Lynn Johnstone

## **REGISTERED OFFICE**

50A Union Street  
Lochgilphead  
Argyll  
PA31 8JS

## **BANKERS**

Clydesdale Bank  
Lochgilphead

## **INDEPENDENT EXAMINER**

James R. B. Ross B.A. C.A.  
11 Tigh Mhicleoid  
1 Lochnell Street  
Lochgilphead  
PA31 8JL

## **COMPANY NUMBER**

SC396832

## **CHARITY NUMBER**

SC022931

## **ANNUAL REPORT AND UNAUDITED ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2016**

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**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**REPORT OF THE DIRECTORS**  
**YEAR ENDED 31 MARCH 2016**

The trustees are pleased to present their annual directors' report for the year ending 31 March 2016 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006(as amended), the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

## **CONSTITUTION AND OBJECTS**

Mid-Argyll Youth Project was formed under a constitution dated 6 August 2002 and is a registered charity. The charity became a limited company on 1 April 2011 and changed it's name to Mid Argyll Youth Development Services.

The object of the charity is to benefit the Community of Mid Argyll by:-

Increasing the capacity of young people to participate in community decisions; and

Advancing the education of the public in matters relating to the mental, physical and social welfare of young people; and

Relieving poverty, suffering and distress.

During the year Mid-Argyll Youth Development Services continued to meet its objectives with the help of funding from the Lottery and the Argyll and Bute Council.

## **ORGANISATION**

The directors who served during the year and since then are as follows:-

Raymond Flanagan		
Peter Hogbin	-	
Shellby Spriddell	-	Resigned
Pasqua Faccenda	-	
Hannah Wilson	-	Resigned
Mark Middleton	-	
Mark Johnstone	-	Appointed 3 October 2016

Directors numbering between 5 and 10 are appointed at the Annual General Meeting, in addition to a maximum of 4 adult members who may be co-opted by the board itself. The board meet approximately every month to monitor, evaluate and control the operation of the services provided.

## **FINANCIAL REVIEW AND INVESTMENT POLICY**

The charity receives most of its core funding from Youth Link, the Lottery and Argyll and Bute Council, but generous donations have also been received from local and national organisations and corporate bodies.

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**REPORT OF THE DIRECTORS (CONTINUED)**  
**YEAR ENDED 31 MARCH 2016**

**RISK MANAGEMENT**

The directors have assessed the major risks to which the charity is exposed, in particular to the operations and finances of the charity, and are satisfied that systems are in place to mitigate exposure to the risks.

**TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

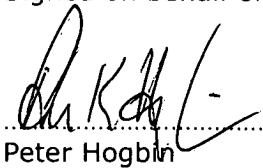
The charity trustees (who are also the directors of Mid Argyll Youth Development Services for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 for that period. In preparing the 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 charity will continue in business.

The trustees are responsible for keeping proper accounting records that 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 taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed on behalf of the board of directors:-



..... (Chair)  
 Peter Hogbin

3 October 2016

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**YEAR ENDED 31 MARCH 2016**

	<u>Notes</u>	<u>Unrestricted</u> £	<u>Restricted</u> £	<u>2016</u> <u>Total</u> £	<u>2015</u> <u>Total</u> £
<b>Incoming Resources</b>					
<b>Incoming Resources from Generated Funds:</b>					
Voluntary Income:					
- Donations	2	-	-	-	-
<b>Activities for Generating Funds: 3</b>					
- Fundraising		5,870	-	5,870	4,235
- Investment Income		-	-	-	-
<b>Incoming Resources from Charitable Activities:</b>					
- Grant	4	75,487	59,097	134,584	148,098
<b>Other Income</b>					
- Rent Received		8,252	-	8,252	8,252
- Other Income		1,162	-	1,162	-
		-----	-----	-----	-----
<b>Total Incoming Resources</b>		90,771	59,097	149,868	160,585
		-----	-----	-----	-----
<b>Resources Expended</b>					
<b>Costs of Generating Funds</b>					
- Cost of Generating Voluntary Income		-	-	-	-
- Fundraising Trading: Costs of Goods Sold and Other Costs	5	2,750	-	2,750	1,880
<b>Charitable Activities</b>	5	74,742	59,006	133,748	160,061
<b>Governance Costs</b>	5	1,658	-	1,658	1,258
<b>Other Costs</b>	5	1,555	-	1,555	1,573
		-----	-----	-----	-----
<b>Total Outgoing Resources</b>		80,705	59,006	139,711	164,772
		-----	-----	-----	-----
<b>Net Incoming/(Expended) Resources Before Other Recognised Gains</b>		10,066	91	10,157	(4,187)
<b>Other Recognised Gains</b>					
Gains on Revaluation of Investments		-	-	-	-
<b>Gross Transfer Between Funds</b>		-	-	-	-
		-----	-----	-----	-----
<b>Net Movement in Funds</b>		10,066	91	10,157	(4,187)
<b>Reconciliation of Funds</b>					
Total Funds Brought Forward		63	6,909	6,972	11,159
		-----	-----	-----	-----
<b>Total Funds Carried Forward</b>		10,129	7,000	17,129	6,972
		=====	=====	=====	=====

This statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2016**

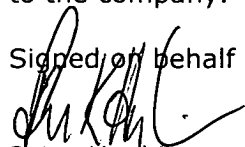
	Notes	<b><u>2016</u></b> <b><u>Total</u></b> £	<b><u>2015</u></b> <b><u>Total</u></b> £
<b>Fixed Assets</b>	9	8,295	9,759
		-----	-----
<b>Current Assets</b>			
Stock	10	1,300	1,300
Debtors	11	-	15,200
Cash at Bank & On Hand	12	17,060	289
		-----	-----
		18,360	16,789
<b>Creditors:</b> Amounts falling due Within one year			
Creditors	13	9,526	19,576
		-----	-----
<b>Net Current Assets/(Liabilities)</b>		8,834	(2,787)
		-----	-----
Total Assets less Current Liabilities		17,129	6,972
<b>Creditors:</b> Amounts falling due After more than one year		-	-
		-----	-----
<b>TOTAL ASSETS</b>	14	17,129	6,972
		=====	=====
Represented By:			
<b>Reserves</b>	15		
Unrestricted Reserves			
General Reserve		10,129	63
Restricted Reserve		7,000	6,909
		-----	-----
		17,129	6,972
		=====	=====

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

For the financial year ended 31 March 2016 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s.386 and for preparing accounts 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 profit or loss for the financial year in accordance with the requirements of section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Signed on behalf of the board of directors:-

  
Peter Hogbin  
Director

3 October 2016

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**1. Accounting Policies**

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

**(a) Basis of preparation**

The financial statements have been prepared 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 for Smaller Entities published on 16/07/14, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

**(b) Preparation of the accounts is on a going concern basis.**

**(c) Cash Flow**

The accounts do not include a cash flow statement because the company as a small reporting entity is exempt from the requirement to prepare such a statement under Financial Reporting Standard for Smaller Entities (effective January 2015).

**(d) Grants Receivable**

Grants receivable are credited to the Statement of Financial Activities (SOFA) in the year in which they are receivable.

**(e) Investment Income**

Income from investments is included in the SOFA in the year in which it is receivable.

**(f) Expenditure**

All expenditure is included on an accruals basis and is recognised when there is a legal and constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories or resources expended in the SOFA.

**(g) Fund Accounting**

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

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

**(h) Nature of Costs allocated to Governance**

Governance costs include the costs of governance arrangements which relate to the general running of the charity.

**(i) Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	15%	reducing balance
-----------	-----	------------------

**2. Donations**

	<u>Unrestricted</u>	<u>Restricted</u>	<u>2016</u>	<u>2015</u>
	£	£	£	£
Donations	-	-	-	-
	=====	=====	=====	=====

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**3. Activities for Generating Funds**

	<b><u>Unrestricted</u></b>	<b><u>Restricted</u></b>	<b><u>2016</u></b>	<b><u>2015</u></b>
	£	£	£	£
Tuck Shop	5,870	-	5,870	3,378
Other Fundraising Income	-	-	-	857
	-----	-----	-----	-----
	5,870	-	5,870	4,235
	=====	=====	=====	=====

**4. Incoming Resources from Charitable Activities**

	<b><u>Unrestricted</u></b>	<b><u>Restricted</u></b>	<b><u>2016</u></b>	<b><u>2015</u></b>
	£	£	£	£
Grants –				
Lottery – Community & Families	-	9,912	9,912	9,912
Lottery – Young Start	-	18,375	18,375	25,567
Lottery – Awards for All	-	3,810	3,810	-
Lottery – Young Ideas	-	-	-	9,000
Lloyds TSB	-	-	-	5,000
Henry Smith	-	27,000	27,000	26,000
Robertson Trust	7,000	-	7,000	12,750
Argyll & Bute Council	10,100	-	10,100	2,570
ADP	8,588	-	8,588	15,200
Garfield Weston	4,833	-	4,833	-
Tudor Trust	9,000	-	9,000	9,000
Substance Misuse	5,183	-	5,183	3,500
NHS	600	-	600	1,000
Choose Life	-	-	-	4,500
Girls on Move	2,900	-	2,900	1,360
Health & Wellbeing	-	-	-	4,939
Youth Forum	8,015	-	8,015	6,000
Youthlink	-	-	-	3,100
Kilfennan – housing	5,000	-	5,000	3,700
Moffat Trust	-	-	-	5,000
Shared Cost	5,508	-	5,508	-
V.A.F.	8,760	-	8,870	-
	-----	-----	-----	-----
	75,487	59,097	134,584	148,098
	=====	=====	=====	=====

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**5. Total Resources Expended**

	<u>Basis of</u>	<u>Other</u>	<u>Voluntary</u>	<u>Charitable</u>		<u>2016</u>	<u>2015</u>
	<u>Allocation</u>	<u>Income</u>	<u>Income</u>	<u>Activities</u>	<u>Governance</u>		
<b>Other Costs</b>							
Properties Repairs	Direct	851	-	-	-	851	717
Heat & Light	Direct	427	-	-	-	427	581
Insurance	Direct	277	-	-	-	277	275
Cleaning	Direct	-	-	-	-	-	-
<b>Fundraising Costs</b>							
Tuckshop	Direct	-	2,750	-	-	2,750	1,830
Other fundraising	Direct	-	-	-	-	-	50
<b>Cost Directly Allocated To Activities</b>							
Staff Costs	Direct	-	-	60,383	-	60,383	56,512
Project Expenditure	Direct	-	-	16,958	-	16,958	41,992
Events & Activities	Direct	-	-	6,039	-	6,039	10,502
Mid Argyll Youth Forum	Direct	-	-	4,500	-	4,500	1,200
Young Peoples Discretionary Payments (retraining)	Direct	-	-	2,136	-	2,136	-
Training Costs	Direct	-	-	2,965	-	2,965	-
Machine rental	Direct	-	-	1,560	-	1,560	1,872
Telephone	Direct	-	-	652	-	652	604
Heat & Light	Direct	-	-	1,494	-	1,494	2,035
Insurance	Direct	-	-	970	-	970	963
Property Repairs	Direct	-	-	2,979	-	2,979	2,512
Replacement Equipment	Direct	-	-	3,057	-	3,057	-
Development Costs	Direct	-	-	-	-	-	8,591
<b>Support Costs Allocated To Activities</b>							
Staff Costs	Direct	-	-	20,000	-	20,000	20,000
Postage & Stationery	Direct	-	-	448	-	448	284
Legal & professional	Direct	-	-	1,296	-	1,296	1,224
Heat & Light	Direct	-	-	213	-	213	291
Insurance	Direct	-	-	138	-	138	137
Property Repairs	Direct	-	-	426	-	426	358
Repairs & renewals	Direct	-	-	2,832	-	2,832	3,359
Cleaning & Refuse	Direct	-	-	-	-	-	-
Bank Charges	Direct	-	-	394	-	394	376
IT Costs	Direct	-	-	350	-	350	455
Telephone	Direct	-	-	652	-	652	603
Sundry Expenses	Direct	-	-	255	-	255	162
Expenses Less Reimburse	Direct	-	-	1,199	-	1,199	3,959
Donations	Direct	-	-	-	-	-	-
Depreciation	Direct	-	-	1,464	-	1,464	1,722
Subscriptions	Direct	-	-	374	-	374	345
Survey Fees	Direct	-	-	-	-	-	-
Accounts Fees	Direct	-	-	-	1,658	1,658	1,258
Travel Costs	Direct	-	-	14	-	14	-
Bank Interest	Direct	-	-	-	-	-	3
<b>Total Resources Expended</b>		<b>1,555</b>	<b>2,750</b>	<b>133,748</b>	<b>1,658</b>	<b>139,711</b>	<b>164,772</b>
		=====	=====	=====	=====	=====	=====



**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**6. Net (Expended)/Incoming Resources for the Year**

	<b><u>2016</u></b>	<b><u>2015</u></b>
	£	£
This is stated after charging:-		
Depreciation	1,464	1,722
	=====	=====

**7. Staff Cost**

	<b><u>2016</u></b>	<b><u>2015</u></b>
	£	£
Salaries & Wages / Employers NIC	80,383	76,912
	=====	=====

The average number of employees was 2 full time and 2 part time and other sessional workers (around 9).

**8. Taxation**

As a charity Mid Argyll Youth Development Services is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to it's charitable objectives. No tax charges have arisen in the charity.

**9. Fixed Assets**

	<b><u>Equipment</u></b>	<b><u>Total</u></b>
	£	£
<b><u>Cost</u></b>		
As at 31 March 2015	25,735	25,735
Added in Year	-	-
Disposals in Year	-	-
	-----	-----
As at 31 March 2016	25,735	25,735
	-----	-----
<b><u>Depreciation</u></b>		
As at 31 March 2015	15,976	15,976
Charge for Year	1,464	1,464
On Disposal	-	-
	-----	-----
As at 31 March 2015	17,440	17,440
	-----	-----
<b><u>Net Book Value</u></b>		
31 March 2016	8,295	8,295
31 March 2015	9,759	9,759
	=====	=====

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

<b>10. Stock</b>	<b><u>2016</u></b>	<b><u>2015</u></b>	
	£	£	
Tuckshop	1,300	1,300	
	=====	=====	
<b>11. Debtors</b>	<b><u>2016</u></b>	<b><u>2015</u></b>	
	£	£	
Grants	-	15,200	
	=====	=====	
<b>12. Cash and Bank Balances</b>	<b><u>2016</u></b>	<b><u>2015</u></b>	
	£	£	
Bank	16,815	50	
Cash on Hand	244	239	
	-----	-----	
	17,059	289	
	=====	=====	
<b>13. Creditors: Amounts due within one year</b>	<b><u>2016</u></b>	<b><u>2015</u></b>	
	£	£	
Bank Overdraft	-	3,043	
Accruals	6,963	13,970	
Rent in Advance	2,063	2,063	
Deposit	500	500	
	-----	-----	
	9,526	19,576	
	=====	=====	
<b>14. Analysis of Net Assets Between Funds</b>			
	<b><u>Unrestricted</u></b>	<b><u>Restricted</u></b>	<b><u>Total</u></b>
	£	£	£
Tangible Fixed Assets	8,295	-	8,295
Current Assets	11,360	7,000	18,360
Current Liabilities	(9,526)	-	(9,526)
Long Term Liabilities	-	-	-
	-----	-----	-----
	10,129	7,000	17,129
	=====	=====	=====

**MID ARGYLL YOUTH DEVELOPMENT SERVICES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**15. Movement In Funds**

	<b><u>1.4.15</u></b>	<b><u>Incoming</u></b>	<b><u>Outgoing</u></b>	<b><u>Transfers</u></b>	<b><u>31.3.16</u></b>
	<b><u>£</u></b>	<b><u>Resources</u></b>	<b><u>Resources</u></b>	<b><u>£</u></b>	<b><u>£</u></b>
Restricted Funds	6,909	59,097	59,006	-	7,000
Unrestricted General Funds	63	90,771	80,705	-	10,129
	-----	-----	-----	-----	-----
<b>Total Funds</b>	<b>6,972</b>	<b>149,868</b>	<b>139,711</b>	<b>-</b>	<b>17,129</b>
	=====	=====	=====	=====	=====

**Restricted Funds**

There are restricted funds at 31 March 2016 as follows:-

Restricted Funds	£
Henry Smith	7,000
	=====

The Henry Smith Fund has to be used to help finance employee costs.

The unrestricted reserve fund represents the funds arising from operating results.

**INDEPENDENT EXAMINER'S REPORT**  
**TO THE TRUSTEES OF**  
**MID ARGYLL YOUTH DEVELOPMENT SERVICES**

I report on the accounts of the charity for the year ended 31 March 2016 which are set out on pages 1 to 10.

**Respective Responsibilities of Trustees and Examiner**

The charity's trustees 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 charity trustees consider that the audit requirement of Regulation 10(1)(d) of the 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**

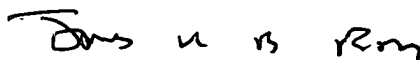
My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and 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 accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:-

1. which gives reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

have not met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



James R B Ross C A  
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 1 Lochnell Street  
 Lochgilphead  
 PA31 8JL

3 October 2016