

**Young Gloucestershire Limited**  
**Report and financial statements**  
**For the year ended 31 March 2011**  
**Registered Number 01547097 (England & Wales)**  
**Registered Charity Number: 281797**



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## Young Gloucestershire Limited

### Reference and Administrative Information

Directors	Mr C R Ainsworth Mr M J Counsell OBE Mr H J Gladman Mr C J Harvie Mr M Hodgkinson (resigned 28 4 10) Mr M A Longbottom (appointed 11 10 10) Mr S J Powers Ms L Speak Ms C L Townsend Mr J N J Upton
Secretary	Mr D W Carlton
Chief Executive Officer	Interim Mr R L'Hoste New Ms T Clark (joined 4 8 10)
Registered number	01547097
Charity number	281797
Registered and Administrative office	Greyfriars House Greyfriars Gloucester GL1 1TS  Tel 01452 501008 e-mail <a href="mailto:admin@youngglos.org.uk">admin@youngglos.org.uk</a> <a href="http://www.youngglos.org.uk">www.youngglos.org.uk</a>
Auditors	Hazlewoods LLP Windsor House Barnett Way Barnwood Gloucester GL4 3RT
Bankers	HSBC Bank plc The Cross Gloucester GL1 2AP
Solicitors	Willans LLP 28 Imperial Square Cheltenham Gloucestershire GL50 1RH

# **Young Gloucestershire Limited**

## **Directors' Report for the year ended 31 March 2011**

The Directors present their report with financial statements for the year ended 31 March 2011

### **Structure, Governance and Management**

The organisation is a charitable company with no share capital and is limited by guarantee. The governing documents of the charity are the Memorandum and Articles of Association.

The Directors (Trustees) in office at the end of the year are as listed on Page 1

One third of the Directors are required to retire each year by rotation, all the retiring Directors were re-elected at the Annual General Meeting. All Directors give their time voluntarily and receive no benefits from the charity. There were no expenses claimed by Directors during the year.

The Board of Directors has a wide range of specialist skills and experiences which include

Finance	Building Surveying	Youth Work
Personnel Management	Project Management	Community Safety
Business Management	Education & Welfare	Voluntary & Community Sector
Legal		

New Directors are selected from recommendations of Trustees for their experience to fill the gap left by a retiring Director. New Directors are introduced to the Managers and staff by the Chief Executive and spend time getting to know the activities of each department during their induction.

The Board of Directors oversees Young Gloucestershire's programmes and services in order to ensure provision is in the best interests of the young people who use the services and to ensure the organisation meets its charitable objectives.

The Board of Directors is responsible for setting the strategic direction of the organisation and delegates the implementation of this policy to the Chief Executive and Managers. This delegation is kept under review through regular Board Meetings. The Directors receive reports from each of the Managers on their department's performance against planned targets and budgets ahead of the formal Board Meetings.

The Organisation has a range of Policies and Procedures appropriate to the range of work, responsibilities and legal regulations including:  
Safeguarding (Child Protection)  
Health & Safety at Work  
Equal Opportunities  
Complaints  
Financial

### **Risk Management**

The Directors and Staff assess on an ongoing basis the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and to the Health & Safety of its employees and the public. The Chief Executive is delegated to lead this process for the Board. Risk Assessment is on the agenda of Board Meetings. Staff are trained to be able to undertake Risk Assessments for all the activities and venues at which all their programmes and activities are held. A Manager is responsible for assuring the application of our safeguarding (including Health & Safety) policies during sessions.

Following the incorporation of InfoBUZZ Ltd as a separate charity YG have been supporting the charity with accounting services. The income from this service charge is detailed in note 5 to the financial statements.

# **Young Gloucestershire Limited**

## **Directors' Report for the year ended 31 March 2011**

### **Related parties**

Young Gloucestershire is active in numerous local county, regional and national partnerships including

- Gloucestershire Youth Partnership (GYCVS)
- Gloucestershire Association for Voluntary and Community Action
- Young People South West
- UK Youth
- National Association of Clubs for Young People
- Gloucestershire County Council Youth Support Service

### **Aims and Objectives**

The objectives, for which the charity was established, as described in its governing document, are "to help and educate young people, through their activities so as to develop their physical, mental and spiritual capabilities so that they may grow to full maturity as individuals and members of society and their conditions of life may be improved" This can be summed up in the phrase "enjoy, engage, encourage, empower, enable"

Although not limited to the county of Gloucestershire in practice the charity has no plans to work outside the county

The charity is principally engaged in the organisation, development and delivery of learning opportunities for the personal development and social education of young people aged between 11 and 25 years

Young Gloucestershire is the local association for both UK Youth and Clubs for Young People and the countywide delivery partner for Prince's Trust Teams

### **How our activities deliver Public Benefit.**

- (a) The charity's objectives are to help and educate young people The projects undertaken are targeted to help any young person in need with no discrimination as to race, background, education or ability No charge is made to the young person being assisted although in certain circumstances a fee may be charged to another organisation
- (b) The Trustees consider that the activities of the charity comply with the requirements of the Charity Commission regarding Public Benefit

### **Young Gloucestershire's Youth Work Teams and Programmes -**

#### **Youth Development Team.**

Generic youth work through a network of over 80 youth groups to whom we offer access to the programmes of both UK Youth and Clubs for Young People, as well as our own annual programme of events, activities and training provided at county and unit level Additional specific projects include

- Road Show, a mobile youth service supporting and developing youth clubs
- Road Runners a practical pre-driving programme for 16 year olds
- Drop-in Centres for young people in Gloucester
- Sporting opportunities including football coaching and competitions
- Holiday play schemes
- Activities and a support group for Looked After Children
- Advice, Guidance & Training for Club Staff on Governance, Health & Safety, Child Protection, Equal Opportunities and Safe Recruitment
- Support for volunteers and young people wishing to set up new youth provision
- Access to affordable and comprehensive insurances

## **Young Gloucestershire Limited**

### **Directors' Report for the year ended 31 March 2011**

- CRB checks for staff and volunteers at youth clubs
- Information, advice and guidance on Sexual Health and Relationships

#### **v involved Team**

Young Gloucestershire secured a 3 year contract from v in 2008 to become the lead delivery body for youth volunteering in the county. This contract ended on the 31 March 2011.

The project funded a manager and 3.5 volunteer development worker posts.

The aim of the v-involved Team was to create a range of new volunteering opportunities, from short term to full time for 16-25yrs. The v involved Team supported organisations to develop volunteering opportunities for young people and had a remit to broker young people into these opportunities. The project offered accreditation to young people and worked with organisations to put youth volunteering policies and procedures into place.

The team also had a Youth Action Team of young volunteers that supported the direction and delivery of the project.

The project is accountable to v nationally and has a structured programme of targets and outcomes to achieve.

#### **Youth Achievement Foundation**

Young Gloucestershire's Youth Achievement Foundation has been established with support from the Department for Children, Schools and Families (DCSF) and UK Youth. We provide an alternative education provision for 14-16 year olds who are at risk of becoming Not in Education, Employment or Training (NEET). Students are referred to the Foundation by the local authority. Our focus is on re-engaging young people in the learning process and on improving their priority social skills. High self-esteem, a positive life view, a commitment to control or improve their lives, the ability to recognise and manage feelings, empathy, and value development. Alongside this, we focus on developing our students' communication, interpersonal, problem solving, negotiation, planning and reviewing skills. We achieve this through a range of activities – kickboxing, gym, art, cycling, sexual health education, drugs awareness education, road safety, film projects, football and cookery, to name but a few. Our approach is based on the principles of youth work rather than traditional education, but our activities still lead to a range of nationally recognised accredited outcomes.

The project is based at premises in Quedgeley, Gloucester and is recognised by the local authority as a preferred alternative for the provision of education to a specific profile of student. The Foundation is funded through places being purchased for young people from the local authority, schools or other sources. The local authority (LEA) has committed to continue its 16 funded places in the new school year starting September 2011. In addition, local Secondary Schools are making direct referrals.

#### **Music and Arts Project**

During the year the charity concluded the second year of a two year project financed by DSCF through the Youth Sector Development Fund.

The aims of the project are to engage young people aged 13-19 through Friday and Saturday night activities in Market Towns using music, arts, information, advice and guidance and so divert young people from risky behaviour including antisocial behaviour.

The project focused on four Market Towns, Stroud, Tewkesbury, Forest of Dean and Dursley. The activities have been well received with positive outcomes recorded. In the week the team spend time with young people doing outreach and engagement. The project involved multi-agency working with for example the local police and youth service.

## **Young Gloucestershire Limited**

### **Directors' Report for the year ended 31 March 2011**

#### **Achievement and Performance**

During the year the charity worked with over an estimated 6,000 young people through its numerous projects, programmes, events and affiliated youth groups. Items of particular note were

- The directors decided to fund some programme delivery from reserves in 2010/2011 rather than cut services in light of funding ambiguities. The position improved in the latter half of the year through a reorganisation and because of increased funding of delivery from outside sources. The year end deficit was around fifty percent of the originally budgeted figure.
- Development of innovative new programmes including 'Count me in' – healthy living holiday programmes to young people, youth work programmes and initiatives.
- Successful engagement of the youth action team.
- The relocation of Young Gloucestershire's head office base.
- Successful applications to Transition Fund and NCS.

Each department has measures of performance which are used to assess its achievements -

#### **Youth Development Team**

Maintenance of youth group 'Membership'  
Successful delivery of programmes  
The raising of funds to cover direct and indirect expenses  
Maintenance of administrative efficiencies  
All reporting objectives were made against tenders, contracts and grants

#### **Vinvolved**

Performance objectives are laid out in the contracts and these were all met

#### **Music and Arts Project**

Performance objectives are laid out in the contracts and these were all met

**The Board is very appreciative of the dedication of the staff and volunteers in building on the successes and introducing new projects to better serve the youth of Gloucestershire.**

#### **Financial Review**

Young Gloucestershire is a charity and the major voluntary independent youth organisation in Gloucestershire. In 1989 the organisation started expanding and is now the provider of a wide range of social education and personal development programmes that are delivered in both formal and informal settings.

#### **Principal Funding Sources**

The financial statements detail the sources of funds available to the charity. Incoming resources which warrant separate mention are as follows:

Youth Achievement Foundation received a grant from the government via their agent UK Youth to set up and run the first two years of a three year trial (2010 £117,800). The third and subsequent years will be financed by payments for places contracted by the Local Authority £204,012.

£46,970 was provided by Gloucestershire County Council and Gloucester City Council for commissioning projects which include a countywide sexual health project.

£247,801 (2010 £250,226) was provided by the Youth Sector Development Fund to set up a new two project based on the provision of music and arts activities in the market towns of Gloucestershire. This work will continue to be delivered by The Youth Work Team on a smaller scale with alternative funding.

## **Young Gloucestershire Limited**

### **Directors' Report for the year ended 31 March 2011**

v involve received £152,918 from the Russell Commission to reimburse staff costs and overheads of a small team responsible for promoting volunteering by the young people of Gloucestershire

The charity has a very close relationship with Connexions Gloucestershire, Gloucestershire County Council, Gloucester City Council, Department for Children Schools and Families, CHK Charity, The Henry Smith's Charity, Football Foundation, Community Foster Care, National Children's Homes, many local and national trusts and supporters, all of whom provide funding to enable the charity to carry out its charitable objectives

#### **Investment Policy**

The charity has reserves and in addition it receives funding in advance of the delivery of programmes. The policy for use of funds that are not required immediately is to maximise interest by using bank and building society deposits on a three to six month term. The charity uses three different institutions to spread the risk following the recent problems with the banks. There is a small investment in an equity based fund which made a gain of £649 in the year.

#### **Reserves Policy**

The Directors are of the opinion that the charity requires free reserves of £500,000 based on continuing operating for 6 months. This would give time to obtain further funding so that the charity's work can continue. The current unrestricted reserves total is £576,582 of which £248,007 are held as investment property and fixed assets. The company is therefore currently achieving its objectives. The Trustees are open to the funding of projects out of reserves if funding from other sources is difficult and the need is recognised.

#### **Staff Costs**

Salaries and related staff costs accounted for 66% of resources expended (2010 – 66%). All but an equivalent of three staff are directly engaged in delivery of charitable activities.

#### **Plans for Future Periods**

Tracy Clark took over as CEO in August 2010, since then a range of changes have taken place including the creation of a new strategic plan, new staff structure and a range of new programmes which will start in 2011. Many of the grants and contracts held by Young Gloucestershire came to an end of 31<sup>st</sup> March 2011.

The future plans include

- To deliver new programmes including Princes Trust Team Programme, National Citizenship Service and a range of local youth clubs
- To continue to secure alternative funding to maintain youth programmes,
- To support the delivery and maintenance of local youth provision in localities across Gloucestershire as the youth service withdraws
- To improve the offer to member youth clubs
- To increase volunteer opportunities within Young Gloucestershire
- To update IT processes and storage processes to meet the new needs of Young Gloucestershire
- To improve and update YG's branding and website

#### **Statement of Directors' Responsibilities**

Company and charity law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and or the surplus or deficit of the company for that period. In preparing those financial statements, the Directors are required to

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent,

## Young Gloucestershire Limited

### Directors' Report for the year ended 31 March 2011

- State whether applicable accounting standards and statements of recommended practice have been followed subject to any 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 company will continue in business

The Directors have overall responsibility for ensuring that the company has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with Part 15 of the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Disclosure of information to the auditors

Each director has taken steps that they ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the group's auditors are aware of that information. The directors confirm that there is no relevant information that they knew of and which they know the auditors are unaware of.

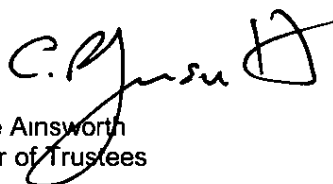
#### Auditors

A resolution proposing that Hazlewoods LLP be appointed as auditors of the company will be put to the Annual General Meeting.

#### Small Company Exemptions

This report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006, relating to small companies.

This report was approved by the Board on 8<sup>th</sup> November 2011 and signed on its behalf by

  
Clive Ainsworth  
Chair of Trustees

## **Independent auditors' report to the members of Young Gloucestershire Limited**

We have audited the financial statements of Young Gloucestershire Limited for the year ended 31 March 2011 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (Effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Directors' Responsibilities set out on pages 6 to 7, the trustees are responsible for the preparation of financial statements which give a true and fair view. We have been appointed as auditor under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's [(APB's)] Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and nonfinancial information in the [describe the annual report] to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the charity's affairs as at 31 March 2011, and of its incoming resources and application of resources, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, and
- have been prepared in accordance with the requirements of the Charities Act 1993

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 1993 requires us to report to you if, in our opinion

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements, or
- sufficient accounting records have not been kept, or
- the financial statements are not in agreement with the accounting records and returns, or
- we have not received all the information and explanations we require for our audit

Martin Howard (Senior Statutory Auditor)  
For and on behalf of Hazlewoods LLP, Statutory Auditors  
Windsor House  
Barnett Way  
Barnwood  
Gloucester  
GL4 3RT

Date

# Young Gloucestershire Limited

## Statement of financial activities incorporating Income and Expenditure Accounts For the year ended 31 March 2011

Income and expenditure	Notes	Unrestricted funds £	Restricted funds £	Total 2011 £	Total 2010 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary Income	3	11,305	-	11,305	5,908
Grants receivable	4	28,603	72,497	101,100	306,443
Activities for generating funds	5	21,947	-	21,947	36,685
Investment income	6	26,007	-	26,007	28,082
<b>Incoming resources from charitable activities</b>	7	603,119	156,686	759,805	730,048
<b>Other incoming resources</b>					
profit on sale of tangible fixed assets		-	-	-	-
<b>Total incoming resources</b>		<u>690,981</u>	<u>229,183</u>	<u>920,164</u>	<u>1,107,166</u>
<b>Resources expended</b>					
<b>Cost of generating funds</b>	9	(52,499)	(18,704)	(71,203)	(72,455)
<b>Charitable activities</b>					
Contracts for operational programmes	10	(724,356)	(195,954)	(920,310)	(1,020,100)
<b>Governance costs</b>	11	(33,195)	(9,082)	(42,277)	(28,437)
<b>Total resources expended</b>		<u>(810,050)</u>	<u>(223,740)</u>	<u>(1,033,790)</u>	<u>(1,120,992)</u>
<b>Net (resources expended)/ incoming resources before recognised gains and losses</b>	2	(119,069)	5,443	(113,626)	(13,826)
Net gain on investments	15	649	-	649	3,397
<b>Net movement in funds</b>		<u>(118,420)</u>	<u>5,443</u>	<u>(112,977)</u>	<u>(10,429)</u>
Total funds brought forward		652,932	36,627	689,559	699,988
<b>Total funds carried forward</b>	22	<u>534,512</u>	<u>42,070</u>	<u>576,582</u>	<u>689,559</u>

### Continuing operations

The Music and Arts Project started in April 2009 and involved ended on 31 March 2011

### Total recognised gains and losses

The company has no recognised gains or losses other than the net movement in funds for the above two financial years. The loss for the year for Companies Act purposes comprises the net incoming resources for the year £113,626 (2010 - £13,826 deficit)

The accounting policies and notes on pages 11 to 24 form an integral part of these financial statements

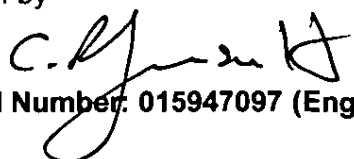
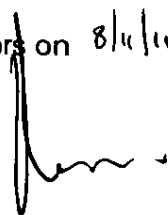
# Young Gloucestershire Limited

## Balance sheet At 31 March 2011

	Notes	2011 £	2010 £
<b>Fixed Assets</b>			
Tangible fixed assets	14	248,007	245,979
Investments	15	13,713	13,064
		<u>261,720</u>	<u>259,043</u>
<b>Current assets</b>			
Debtors	16	60,923	74,640
Cash at bank and in hand		499,978	599,815
		<u>560,901</u>	<u>674,455</u>
<b>Creditors: amounts falling due within one year</b>	17	<u>(246,039)</u>	<u>(243,939)</u>
<b>Net current assets</b>		<u>314,862</u>	<u>430,516</u>
<b>Net assets</b>	22	<u>576,582</u>	<u>689,559</u>
<b>Funds</b>			
<b>Unrestricted funds</b>			
General fund		274,569	325,432
Revaluation reserve		84,454	84,454
Designated funds		175,489	243,046
	20	<u>534,512</u>	<u>652,932</u>
<b>Restricted funds</b>	19	<u>42,070</u>	<u>36,627</u>
<b>Total funds</b>	21	<u>576,582</u>	<u>689,559</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Small Entities (effective April 2008)

The financial statements were approved by the Board of Directors on 8/4/11 and signed on its behalf by

Director  Director   
Registered Number: 015947097 (England and Wales)

The account policies and notes on pages 11 to 24 form an integral part of these financial statements

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 1. Accounting policies

#### Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of freehold investment property and investments and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). They have also been prepared in accordance with the provisions of the Charity (Accounts and Reports Regulations) 2005 (revised 2008), the Statement of Recommended Practice Accounting by Charities and applicable accounting standards.

The principal accounting policies of the company have remained unchanged from the previous year and are set out below.

#### 1.1 Cash Flow Statement

A cash flow statement has not been prepared in accordance with Financial Reporting Standard No 1 because the company qualifies as a small company.

#### 1.2 Going Concern

The financial statements have been prepared on a going concern basis.

#### 1.3 Investments

Listed investments are included at market value at the balance sheet date. Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £750 are capitalised and included at cost together with any incidental costs of acquisition. Depreciation is calculated by the straight line method and aims to write down the cost or valuation less estimated residual value of all tangible fixed assets over their expected useful economic lives. The rates generally applicable are:

Motor vehicles	4 years straight line
Fixtures, fittings and equipment	5 years and 8 years straight line
Computer equipment	4 years straight line

#### 1.5 Fixed Asset investments

Fixed asset investments are included at market value at the balance sheet date. Any unrealised gain or loss on revaluation is taken to the Statement of Financial Activities.

#### 1.6 Investment properties

In accordance with The Statement of Recommended Practice and Financial Reporting Standard for Smaller Entities, investment properties are included in the balance sheet at their open market values. The surpluses or deficits on revaluation on individual properties are transferred to the investment revaluation reserve. Depreciation is not provided in respect of freehold investment properties. The directors consider that this policy, which represents a departure from the accounting requirements of the Companies Act, is necessary in order that the financial statements may give a true and fair view.

#### 1.7 Leased assets

All other leases are regarded as operating leases and the total payments made under them are charged to the profit and loss account on a straight-line basis over the lease term.

#### 1.8 Taxation

As a registered charity, the company benefits from rates relief and is generally exempt from Corporation Tax on the grounds that all income is generated for the purposes of the charity. The company is not registered for VAT.

## **Young Gloucestershire Limited**

### **Notes to the financial statements For the year ended 31 March 2011 Accounting policies (continued)**

#### **1.9 Incoming Resources**

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

When donors specify that amounts 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 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

Grants from the government and other agencies have been included as income from activities in furtherance of the charity's objects on an accruals basis where these amount to a contract for services

Secondments are quantified in the Statement of Financial Activities by reference to the salary scales of the entity providing the secondees

#### **1 10 Fund Accounting**

Funds held by the charity are either

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the directors

Designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects

Restricted funds – these are funds that can only be used for particular restricted purposes within the object of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

#### **1 11 Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered

Support costs are those costs incurred directly in support of expenditure and have been allocated to activity cost categories on a basis consistent with the use of resources – e.g. allocating property costs per capita, staff costs by the time spent or per capita and other resources by their usage

Governance costs include those incurred in the governance of the charity and in connection with administration of the charity and compliance with constitutional and statutory requirements

#### **1 12 Pensions**

The company operates a defined contribution pension scheme. Contributions are charged to the statement of financial activities as they become payable in accordance with the rules of the scheme

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2011 Accounting policies (continued)

#### 1.13 Ethical standards

In common with many other businesses of our size and nature, we use our auditors to assist with the preparation of the financial statements

#### 2. Net (resources expended)/incoming resources are stated after charging

	2011 £	2010 £
Operating lease charges		
- land and buildings	30,574	43,956
- plant and machinery	2,315	2,243
- motor vehicles	7,602	10,800
Current auditors' remuneration	6,000	-
Previous auditors' remuneration	1,079	6,555
	<hr/>	<hr/>

#### 3. Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2011 £	Total 2010 £
Donations	1,003	-	1,003	251
Corporate and business donors	10,302	-	10,302	4,875
Town Councils	-	-	-	100
Legacies	-	-	-	682
	<hr/>	<hr/>	<hr/>	<hr/>
	11,305	-	11,305	5,908
	<hr/>	<hr/>	<hr/>	<hr/>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 4. Grants receivable

	Unrestricted funds £	Restricted funds £	Total 2011 £	Total 2010 £
<b>Local authority funding</b>				
Gloucestershire County Council	-	18,903	18,903	64,500
Gloucester City Council	-	5,000	5,000	5,800
	<u>-</u>	<u>23,903</u>	<u>23,903</u>	<u>70,300</u>
<b>Grants from charitable foundations</b>	<u>9,000</u>	<u>33,209</u>	<u>42,209</u>	<u>96,242</u>
<b>Charity Grants</b>				
Big Lottery Board	-	-	-	5,143
Four Acres Trust	8,258	-	8,258	5,000
	<u>8,258</u>	<u>-</u>	<u>8,258</u>	<u>10,143</u>
<b>Public Funding</b>				
LSC Train to gain	-	-	-	925
UK Youth	-	-	-	117,800
Job Seekers Allowance	-	15,385	15,385	-
Prospects Services	11,345	-	11,345	11,033
	<u>11,345</u>	<u>15,385</u>	<u>26,730</u>	<u>129,758</u>
	<u>28,603</u>	<u>72,497</u>	<u>101,100</u>	<u>306,443</u>

### 5 Activities for generating funds

	Total 2011 £	Total 2010 £
<b>Unrestricted funds</b>		
Sponsorship	-	600
Fundraising	3,558	14,310
Service charges to InfoBUZZ Limited	10,000	6,000
Management of Youth Clubs	8,389	15,775
	<u>21,947</u>	<u>36,685</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 6. Investment Income

	<b>Total 2011 £</b>	<b>Total 2010 £</b>
<b>Unrestricted funds</b>		
Rents receivable (Investment Property)	21,000	20,000
Interest receivable	5,007	8,082
	<u>26,007</u>	<u>28,082</u>

### 7. Incoming resources from Charitable Activities

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2011 £</b>	<b>Total 2010 £</b>
Youth Achievement Foundation	204,462	-	204,462	148,057
Youth Development Team	120,612	-	120,612	164,775
Music and Arts Project	278,045	-	278,045	250,226
involve	-	156,686	156,686	151,858
YPYA	-	-	-	10,443
Miscellaneous income	-	-	-	4,689
	<u>603,119</u>	<u>156,686</u>	<u>759,805</u>	<u>730,048</u>

### 8. Support Costs

	<b>Basis of allocation £</b>	<b>Charitable activities £</b>	<b>Generating funds £</b>	<b>Governance costs £</b>	<b>Total 2011 £</b>	<b>Total 2010 £</b>
Salaries and staff costs	staff time	172,535	39,441	14,273	226,249	206,493
Other staff Costs	staff time	6,727	9,724	422	16,873	18,117
Office costs	per capita	20,746	3,662	4,181	28,589	14,663
	usage	23,879	4,214	-	28,093	45,133
Premises costs	per capita	20,619	3,638	4,154	28,411	36,313
Advertising and Marketing costs	per capita	-	323	-	323	415
	usage	17,198	3,035	-	20,233	5,015
Finance costs	per capita	845	-	145	990	933
	usage	2,529	446	-	2,975	2,479
Depreciation	per capita	3,507	-	600	4,107	4,564
	usage	11,069	1,954	-	13,023	5,484
		<u>279,654</u>	<u>66,437</u>	<u>23,775</u>	<u>369,866</u>	<u>339,609</u>
<b>Note</b>		<b>10</b>	<b>9</b>	<b>11</b>		

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 9. Costs of generating funds

	Direct expenses £	Support Costs £	Total 2011 £	Total 2010 £
<b>Fundraising costs of grants &amp; donations</b>				
Salaries and staff costs	2,583	39,441	42,024	50,525
Other staff costs	-	9,724	9,724	1,046
Office costs	-	7,876	7,876	8,808
Premises costs	92	3,638	3,730	4,932
Advertising & Marketing costs	-	3,358	3,358	1,167
Finance costs	-	446	446	372
Depreciation	-	1,954	1,954	823
<b>Management of Youth Clubs</b>				
Salaries	1,678	-	1,678	3,155
Other costs	413	-	413	602
	<u>4,766</u>	<u>66,437</u>	<u>71,203</u>	<u>71,430</u>
<b>Rental expenses</b>				
Loss on disposals	-	-	-	1,025
	<u>4,766</u>	<u>66,437</u>	<u>71,203</u>	<u>72,455</u>

### 10. Charitable activities – contracts for operational programmes

	Payroll costs £	Other staff costs £	Direct expenses £	Support costs £	Total 2011 £	Total 2010 £
Youth Achievement Foundation	115,430	3,111	69,201	67,263	255,005	249,924
Youth Development Team	112,422	11,871	24,509	77,685	226,487	368,852
Music and Arts Project	145,202	18,206	50,254	77,969	291,631	241,426
involve	79,111	3,884	7,455	56,737	147,187	146,912
YPYA	-	-	-	-	-	12,986
	<u>452,165</u>	<u>37,072</u>	<u>151,419</u>	<u>279,654</u>	<u>920,310</u>	<u>1,020,100</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 11. Governance Costs

	Direct expenses £	Support costs £	Total 2011 £	Total 2010 £
Salaries and staff costs	-	14,273	14,273	14,611
Other staff costs	-	422	422	806
Office costs	1,204	4,181	5,385	1,386
Premises Costs	-	4,154	4,154	3,432
Finance costs	-	145	145	88
Depreciation	-	600	600	431
Professional Fees	9,413	-	9,413	728
Annual General Meeting	806	-	806	400
Audit & Accountancy fees	7,079	-	7,079	6,555
	<u>18,502</u>	<u>23,775</u>	<u>42,277</u>	<u>28,437</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 12 Salaries & Staff Costs

	Unrestricted funds	Restricted funds	Total 2011	Total 2010
Wages and salaries	497,081	121,020	618,101	668,097
Social Security costs	44,563	10,126	54,689	59,241
Pension costs	7,315	2,570	9,885	9,733
	<u>548,959</u>	<u>133,716</u>	<u>682,675</u>	<u>737,071</u>

Salaries by function	2011 £	2010 £
Charitable activities	624,700	668,781
Generating funds	43,702	53,679
Governance	14,273	14,611
	<u>682,675</u>	<u>737,071</u>

Number of employees	2011 Number	2010 Number
The average number of employees during the year was	<u>41 00</u>	<u>29 25</u>

Number of employees by function	2011 Number	2010 Number
Charitable activities	37 50	26 00
Generating funds	2 50	2 25
Governance	1 00	1 00
	<u>41 00</u>	<u>29 25</u>

No employee earned more than £60,000 in the year (2010 - NIL)  
No director has received remuneration or reimbursement of expenses during the year

### 13. Pensions Costs

The company operates a defined contribution pension scheme available to all employees after 6 months service. The assets of the scheme are administered by trustees in a fund independent from the company. The pension charge represents contributions due from the company in the year and amounted to £9,885 (2010 - £9,733)

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2011

#### 14. Tangible fixed assets

	Freehold investment property £	Fixtures fittings and computer equipment £	Motor vehicles £	Total £
<b>Cost/ Valuation</b>				
At 1 April 2010	200,000	80,906	61,341	342,247
Additions	-	14,928	4,230	19,158
Disposals	-	-	-	-
At 31 March 2011	<u>200,000</u>	<u>95,834</u>	<u>65,571</u>	<u>361,405</u>
<b>Depreciation</b>				
At 1 April 2010	-	73,703	22,565	96,268
On disposals	-	-	-	-
Charge for the Year	-	6,517	10,613	17,130
At 31 March 2010	<u>-</u>	<u>80,220</u>	<u>33,178</u>	<u>113,398</u>
<b>Net Book Value</b>				
At 31 March 2011	<u>200,000</u>	<u>15,614</u>	<u>32,393</u>	<u>248,007</u>
At 31 March 2010	<u>200,000</u>	<u>7,203</u>	<u>38,776</u>	<u>245,979</u>

The investment property was valued at 31 March 2011 Mr J N J Upton, a qualified surveyor and director of the Company. The directors have used this valuation in concluding that there has been no change in value during the year.

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2011

#### 15. Fixed Asset Investments

Listed Investments	2011	2010
Market value at 1 April 2011	13,064	9,667
Gain on revaluation	649	3,397
<b>Market value at 31 March 2011</b>	<b><u>13,713</u></b>	<b><u>13,064</u></b>

The above represents the company's investment in M&G Charifund

#### 16 Debtors

	2011	2010
Income debtors	31,381	53,063
Accrued income	23,520	16,085
Prepayments	6,022	5,492
	<b><u>60,923</u></b>	<b><u>74,640</u></b>

#### 17. Creditors: amounts falling due within one year

	2011	2010
Expense creditors	18,591	49,950
Deferred income (note 18)	196,438	153,532
Accruals	17,703	22,538
Taxes and social security costs	13,307	17,919
	<b><u>246,039</u></b>	<b><u>243,939</u></b>

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2011

#### 18 Deferred income

	2011 £
Balance as at 1st April 2010	153,532
Amount released to incoming resources	(153,532)
Amount deferred in the year	196,438
Balance at 31st March 2011	<u>196,438</u>

Amounts deferred in the year are	£
Summerfield income received during 2010/11 for programme delivery in 2011/12	10,000
GCF -Comic Relief income received during 2010/11 for programme delivery in 2011/12	2,950
Four Acres Trust income received during 2010/11 for programme delivery in 2011/12	4,242
TBC - NHS income received during 2010/11 for programme delivery in 2011/12	4,137
Peter Lang Trust income received during 2010/11 for programme delivery in 2011/12	1,155
St James's Place income received during 2010/11 for Youth Worker salary in 2011/12	27,090
CTC Chantable Trust income received during 2010/11 for programme delivery in 2011/12	2,063
Youth Achievement Foundation fees received during 2010/11 for April 2011	5,898
Income received during 2010/11 from Media Box for project in 2011/12	1,183
Big Lottery Transition Fund received March 2011 for 2011/12 project	132,720
Rent received in advance for quarter ended 30 June 2011	5,000
	<u>196,438</u>

#### 19. Restricted funds

	Balance at 01 April 2010 £	Movement in Resources Incoming £	Outgoing £	Balance at 31 March 2011 £
Youth Achievement Foundation	-	6,276	(6,276)	-
Youth Development Team	36,627	45,826	(40,383)	42,070
Music and Arts Project	-	20,394	(20,394)	-
Russell Commission V project	-	156,687	(156,687)	-
	<u>36,627</u>	<u>229,183</u>	<u>(223,740)</u>	<u>42,070</u>

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2011

#### Purposes of restricted funds

Source	Amount £	Purpose
<b>Youth Achievement Foundation</b>		
Future Jobs Fund	6,154	Salary + Training and Costs
C T C	122	Bike Club
<b>Youth Development Team</b>		
Peter Lang Trust	11,656	Looked-after Childrens Project
The Football Foundation	2,800	Youth work through football
Gloucestershire Community Foundation	1,314	Comic Relief - Sports
Gloucestershire County Council	18,903	Capital for Van and Dance Mats
Gloucester City Council	5,000	City Drop-in Centre
Future Jobs Fund	6,154	Salary + Training and Costs
<b>Music and Arts Project</b>		
Future Jobs Fund	3,077	Salary + Training and Costs
Media Box	17,317	
<b>Russell Commission v project</b>	152,918	
<b>Russell Commission v project- F Job Fund</b>	3,768	
Note 19	<u>229,183</u>	

A grant of £152,918 was received from v project. The money has been used, as agreed, for staff salaries and associated overheads. Work has focussed around awareness and promotion of youth volunteering, capacity building and developing application and evaluation materials within the team and for funding youth led projects.

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2011

#### 20 Unrestricted funds

	Balance at 01 April 2010	Movement in Resources				Balance at 31 March 2011
	£	Incoming £	Outgoing £	Gain £	Transfers £	£
<b>General</b>	325,432	42,368	(42,368)	649	(51,512)	274,569
<b>Revaluation reserve</b>	84,454	-	-	-	-	84,454
<b>Designated</b>						
<b>Fixed assets acquisition fund</b>	165,682	-	-	-	-	165,682
Youth Achievement Foundation	74,606	204,545	(269,344)	-	-	9,807
Youth Development Team	2,758	161,656	(219,213)	-	54,799	-
Russell Commision v project	-	-	(11,262)	-	11,262	-
Music and Arts Project (YSDF)	-	282,412	(267,863)	-	(14,549)	-
	<u>652,932</u>	<u>690,981</u>	<u>(810,050)</u>	<u>649</u>	<u>-</u>	<u>534,512</u>

#### Transfers

Surpluses and deficits arising from the movements of the funds designated to the company's programmes have been taken to the general fund at 31 March 2011

#### Purposes of designated funds

##### Fixed assets acquisition fund

Property at Kerne Bridge was sold and proceeds of £90,000, originally held by the Custodial Trustee of the National Association of Clubs for Young People, were transferred to the company £30,000 was used to assist the company with a move to new premises and the balance of £60,000 has been placed in a designated fund for the future acquisition of tangible fixed assets

The Youth Achievement Foundation is a three year project under contract to UK Youth acting as agents for the government All Designated fund income of £204,545 for year three has come from Gloucestershire County Council

Designated funds of £282,412 of which £247,801 have been received from the DSCF through the Youth Development Fund for the Music and Arts project The aim of this 2 year project is to be an ongoing initiative financed from other sources

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2011

### 21 Summary of movement in funds

	Balance at 01 April 2010	Movement in Resources			Balance at 31 March 2011
		Income	Outgoing	Gain	
Restricted funds (Note 19)	36,627	229,183	(223,740)	-	42,070
Unrestricted funds (Note 20)	652,932	690,981	(810,050)	649	534,512
	<u>689,559</u>	<u>920,164</u>	<u>(1,033,790)</u>	<u>649</u>	<u>576,582</u>

### 22 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total
	General	Designated		
	£	£	£	£
Tangible fixed assets	117,514	84,454	46,039	248,007
Intangible fixed assets	13,713	-	-	13,713
Current assets	178,994	218,448	163,459	560,901
Current liabilities	(35,652)	(42,959)	(167,428)	(246,039)
	<u>274,569</u>	<u>259,943</u>	<u>42,070</u>	<u>576,582</u>

### 23. Financial Commitments

	2011			2010		
	<1 Yr	2-5Yrs	>5Yrs	<1 Yr	2-5Yrs	>5 Yrs
Land & Buildings	-	36,176	-	-	24,176	-
Operating Leases	9,958	2,328	-	-	12,286	-
	<u>9,958</u>	<u>38,504</u>	<u>-</u>	<u>-</u>	<u>36,462</u>	<u>-</u>

### 24 Capital commitments

There were no capital commitments at 31 March 2011 or 31 March 2010

### 25. Contingent liabilities

There were no contingent liabilities at 31 March 2011 or 31 March 2010

### 26 Company status

The company is registered under the Companies Act 2006 as a company limited by guarantee

The members of the company are the directors named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity

### 27 Related party disclosures

The Company Secretary, Mr D W Carlton has provided consultancy services to the company amounting to £482 for the account period 1 April 2010 to 31 March 2011