



**Young Gloucestershire Limited**

**Report and Financial Statements**

**For the year ended 31 March 2013**

**Register Number 01547097 (England and Wales)**

**Registered Charity Number: 281797**



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## Reference and Administrative Information

Directors	Mr C R Ainsworth (resigned 26 3 13) Mr M J Counsell OBE Mr H J Gladman Mr C J Harvie Mr M A Longbottom Mrs S Newcombe Mr S J Powers (resigned 26 3 13) Mr I Topping Mr J N J Upton
Chief Executive Officer	Ms T Clark
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

## Chairman's Report

I would like to start by expressing my thanks to the Board of Directors and all the staff at YG for their commitment and hard work over the last year. I would particularly like to thank Clive Ainsworth and Stephen Powers for their energy and guidance over many years as directors. Together they have made a huge contribution to the success of YG. Clive and Stephen have stepped down from the Board of Directors and they leave us with our best wishes.

YG continues to search for new directors to join the board and are currently seeking directors with skills in alternative education or Youth Work to join the main board and a finance specialist to join the finance subcommittee. Clare Tongue was appointed by the Board of Directors on 4<sup>th</sup> June having the appropriate skills in alternative education.

In 2011 youth unemployment in the UK reached a new high with 20.5% of 16-24 year olds out of work. In December 2011 there were 854 young people between the ages of 16-18 in the county of Gloucestershire unemployed, compared to 555 in January of the same year. YG is committed to change these statistics by inspiring young people, providing education and development opportunities enabling young people to make positive choices about their future.

There have been a number of major developments throughout the year for YG, including the following:

**Youth Achievement Foundation (YAF)** OFSTED – The YAF became a registered independent school on 19<sup>th</sup> May 2012. Therefore this year has seen the YAF operate for its first year as a school. This has brought some new challenges, not least the preparation for our first OFSTED visit which was completed in May 2013. The year has been challenging for the staff moving from a project to operating as a school. However I am grateful to the team led by Heidi Furmage for their commitment to developing the YAF into a first class school for the young people referred to the YAF.

**Prince's Trust Team 150** – YG has delivered Prince's Trust Team for a number of years. Following a short break in 2009, we were pleased to see the return of Prince's Trust delivery in 2011 with YG's 134<sup>th</sup> team. Since then the number of teams we have delivered has increased year on year and we are pleased to have reached team 150 in 2012-2013. I have been privileged to see the impact this work has on the day to day lives of young people and very much hope this valuable work is able to continue, despite the funding changes that have recently been announced.

**YG's investment in projects** – The Board of Directors felt passionately that they would like to respond to the needs of young people that had been identified in the community rather than delivering what funding would allow. YG undertook a needs analysis and identified the need for a Drop In centre so young people could access advice on a regular basis. During 2012-2013 the directors agreed to invest in this project from reserves, setting the staff the challenge to develop and implement the project and seek ways of ensuring sustainability. The Link (drop in) which is based in the centre of Gloucester has become a roaring success since opening in November.

## **Young Gloucestershire Limited**

### **Chairman's Report (continued)**

2012 and is allowing YG to increase its reach to more young people with 500 young people not in education, employment, or training accessing the service between November 2012 and March 2013

I am proud to see the new developments taking place at YG and look forward to seeing what the next year brings

We are pleased that this year we have managed to end the year with only a small deficit for the year. The current economic climate is challenging and every year seems to be more challenging than the last in terms of funding. YG will start the year 2013-2014 with a significant deficit to be financed, if we are to continue to support the young people in Gloucestershire in the various ways we do currently. We are exploring new ways of generating this income and forming improved partnerships with corporates and other organisations to ensure sustainability of the work.

I would also like to convey our thanks to all our partners and supporters for their continued assistance throughout the year. We are constantly looking for new partners and will continue to focus this year on building/improving our links with more businesses, so if you are interested in supporting the work that YG does with young people, please do visit our website [www.youngglos.org.uk](http://www.youngglos.org.uk) and get in touch. We will be doing our best to inspire young people, through our range of programmes.

**Hugh Gladman**  
**Chair of the Directors**

## **Young Gloucestershire Limited**

### **Directors' Report For the year ended 31 March 2013**

The directors present their report with financial statements for the year ended 31 March 2013

#### **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 in office at the end of the year are as listed on Page 1.

Two directors resigned during the year. 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          | • Legal            |
| • Fundraising          | • Voluntary & Community Sector |                    |

New directors are selected from recommendations for their experience to fill skills gaps. 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 as well as visiting programmes and projects.

The Board of Directors oversees Young Gloucestershire's programmes and services in order to ensure Young Gloucestershire meets its objectives, strategic plan and legal requirements.

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
- Health & Safety at Work
- Equal Opportunities
- Complaints
- Financial
- Risk Management

## **Young Gloucestershire Limited**

### **Directors' Report**

**For the year ended 31 March 2013** (continued)

The Directors and staff assess on an on-going 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. 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 Young Gloucestershire has been supporting the charity with accounting services. The income from this service charge is detailed in note 5 to the financial statements.

### **Related parties**

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

Ambition

Gloucestershire County Council Youth Support Service/Prospects

Gloucestershire Youth Partnership (GYCVS)

UK Youth

Young People South West

### **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 'inspiring young people'.

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 Ambition and the countywide delivery partner for Prince's Trust Teams.

### **How Young Gloucestershire's activities deliver Public Benefit.**

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.

The directors consider that the activities of the charity comply with the requirements of the Charity Commission regarding Public Benefit.

## **Young Gloucestershire Limited**

### **Directors' Report**

**For the year ended 31 March 2013 (continued)**

#### **Young Gloucestershire's Departments:-**

##### **Youth Work Team:**

Provides a range of services including

- Member services to partner youth clubs across the county Services include DBS checks, training, networking events, trips and events
- Direct delivery of a range of youth clubs across the county commissioned by local communities and parish councils
- Delivery of a range of programmes such as Looked After Children, young parents work, City Centre Drop in, and NEET work
- Roadcode and RoadRunners programmes a practical pre-driving programme.

##### **Development Team:**

Provides a range of services including

- Prince's Trust Team programme for 16-25 year old NEET young people
- A range of short development programmes for NEET young people

##### **Youth Achievement Foundation (A registered independent school)**

- Providing alternative education for young people 13-16 who are at risk of being excluded or excluded from mainstream education
- The Foundation is part of a network of Youth Achievement Foundations delivered across the county
- Students are referred to the Foundation by the local authority, schools, academies or virtual school 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
- 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 and Tuffley, Gloucester and is recognised by the Local Authority as a preferred alternative for the provision of education to a specific profile of student

##### **Corporate**

- Responsible for the core service function of the charity such as administration, finance, communication and volunteer recruitment
- A volunteer programme supporting people to volunteer to work with young people
- Communications to widen the perspective and understanding of the charity's work

##### **Achievement and Performance**

During the year the charity worked with an estimated 4,000 young people through its numerous projects, programmes, events and affiliated youth groups Items of particular note were



## **Young Gloucestershire Limited**

### **Directors' Report**

#### **For the year ended 31 March 2013 (continued)**

Team 150 – This year YG delivered its 150<sup>th</sup> Prince's Trust Team (PTT) that means over the duration of PTT delivery approx 1,800 young people have experienced the twelve week Prince's Trust Team programme

**New projects funded from reserves** – The charity sector is only able to deliver the programmes where there is funding available. This can at times be frustrating when you can see and identify a need but cannot respond to it. This year YG's directors invested reserves into three new projects that were identified through a needs analysis to meet the growing needs of young people. The three new programmes were.

- The Link – a drop in centre for unemployed young people open five afternoons a week has seen over 500 young people through the doors since opening in November
- Young Parents – Often a group that is disadvantaged and struggles to access mainstream services. YG has supported 15 young families with a range of challenges and issues since November
- Corporate Engagement – YG has invested some resources into growing and developing relationships with key companies in the areas to increase opportunities to young people

**Independent school registration** – The Youth Achievement Foundation became a registered independent school in May 2012. This was an important milestone in the life of the YAF. It will help secure the future of the provision and improve the quality of service delivered to young people. Focus is now on preparation for the first OFSTED visit. This was carried out in May 2013.

**Delivery of youth clubs** – Last year YG began a new venture to directly deliver youth clubs in communities where there was no local organisation able to do this. This has proved a popular service with YG now delivering over 25 evenings a week of youth provision.

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.

### **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 £465,931 from the purchase of places from Gloucestershire County Council and a range of secondary schools in the county for young people to be educated at the foundation.

## **Young Gloucestershire Limited**

### **Directors' Report**

**For the year ended 31 March 2013 (continued)**

- £582,495 through colleges for the funding of Prince's Trust Team programme and short NEET programmes
- £27,009 from St James's Place towards NEET work.
- £15,712 Peter Lang Trust for the delivery of Looked After Children Services
- £43,816 Comic relief for the delivery of short programmes to NEET young people

The charity has also received funding from a variety of other sources including Spirax Sarco, Parish Councils, Gloucester City Council, CHK Charity, The George Cadbury Foundation, 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 several 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 £2,015 in the year.

#### **Reserves Policy**

The Directors have adopted a policy to hold reserves of £600,000, being the approximate sum required for continuing the operation of the charity for six months. This would give time to obtain further funding so that the charity's work can continue. The current unrestricted reserves total is £701,619 of which £263,049 is held as investment property and fixed assets. The company is therefore currently achieving its objectives. The directors 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 62% of resources expended (2012 – 57%). All but an equivalent of six staff are directly engaged in delivery of charitable activities.

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

There has been a lot of new development over recent years. There will be some new developments in 2013-2014 however the focus will be increased development of some of the recent new programmes including

To continue delivering ten to twelve Prince's Trust Team Programmes run at Young Gloucestershire

To increase the amount of short programmes with accreditations for NEET young people

To grow and develop the Link drop in centre: increasing qualifications, support and opportunities on offer

To maintain consistent numbers at the Youth Achievement Foundation from a range of referral sources and improve the quality of teaching and learning

## **Young Gloucestershire Limited**

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To maintain consistent numbers at the Youth Achievement Foundation from a range of referral sources and improve the quality of teaching and learning

## **Young Gloucestershire Limited**

### **Directors' Report**

**For the year ended 31 March 2013** (continued)

To meet the needs of the local community by maintaining provision of local youth clubs

To increase the services on offer to young people through member support services

To increase volunteer opportunities within Young Gloucestershire

To increase corporate relationships to improve opportunities for young people

#### **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,

State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements;

Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The 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 reappointed 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 23/11/13 and signed on its behalf by



**Hugh Gladman**  
**Chair of the Directors**

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

We have audited the financial statements of Young Gloucestershire Limited for the year ended 31 March 2013, 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 United Kingdom Accounting Standards for Smaller Entities (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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

As explained more fully in the Directors' Responsibilities Statement set out on page 7, the directors are responsible for the preparation of financial statements which give a true and fair view. We have been appointed as auditor under section 14495 of the Charities Act 2011 and report in accordance with regulations made under section 154 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 Chairman's Report and Directors' 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 2013, 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, and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **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 2011 requires us to report to you if, in our opinion

- the information given in the Directors' 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 30 July 2013

# Young Gloucestershire Limited

## Statement of financial activities

### Incorporating Income and Expenditure Accounts for year ended 31 March 2013

Income and expenditure	Notes	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
<b>Incoming resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	3	28,279	-	28,279	93,768
Grants receivable	4	5,000	139,339	144,339	250,621
Activities for generating funds	5	12,156	-	12,156	11,664
Investment income	6	25,844	-	25,844	25,336
<b>Incoming resources from charitable activities</b>	7	1,209,463	-	1,209,463	841,789
<b>Other incoming resources</b>					
profit on sale of tangible fixed assets		-	-	-	846
<b>Total incoming resources</b>		<u>1,280,742</u>	<u>139,339</u>	<u>1,420,081</u>	<u>1,224,024</u>
<b>Resources expended</b>					
<b>Cost of generating funds</b>	9	(61,625)	(1,279)	(62,904)	(82,624)
<b>Charitable activities</b>					
Contracts for operational programmes	10	(1,199,043)	(133,253)	(1,332,296)	(917,397)
<b>Governance costs</b>	11	(34,880)	(1,286)	(36,166)	(36,256)
<b>Total resources expended</b>		<u>(1,295,548)</u>	<u>(135,818)</u>	<u>(1,431,366)</u>	<u>(1,036,277)</u>
<b>Net incoming resources/ (resources expended) before recognised gains and losses</b>	2	(14,806)	3,521	(11,285)	187,747
Net (loss)/gain on investments	15	2,015	-	2,015	(245)
<b>Net movement in funds</b>		<u>(12,791)</u>	<u>3,521</u>	<u>(9,270)</u>	<u>187,502</u>
Total funds brought forward		714,410	49,674	764,084	576,582
<b>Total funds carried forward</b>	22	<u>701,619</u>	<u>53,195</u>	<u>754,814</u>	<u>764,084</u>

#### Continuing operations

#### 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 deficit for the year for Companies Act purposes comprises the net resources expended for the year (£11,285) (2012 - £187,747 surplus)

The accounting policies and notes on pages 13 to 26 form an integral part of these financial statements

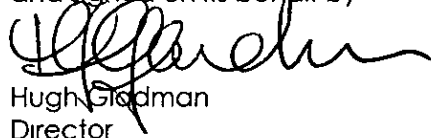
# Young Gloucestershire Limited

## Balance Sheet At 31 March 2013

	Notes	2013 £	2013 £	2012 £	2012 £
<b>Fixed Assets</b>					
Tangible fixed assets	14		247,584		264,369
Investments	15		15,483		13,468
			<u>263,067</u>		<u>277,837</u>
<b>Current assets</b>					
Debtors	16	292,668		192,284	
Cash at bank and in hand		446,127		447,758	
		<u>738,795</u>		<u>640,042</u>	
<b>Creditors amounts falling due within one year</b>	17	<u>(247,048)</u>		<u>(153,795)</u>	
<b>Net current assets</b>			<u>491,747</u>		<u>486,247</u>
<b>Net assets</b>	22		<u>754,814</u>		<u>764,084</u>
<b>Funds</b>					
<b>Unrestricted funds</b>					
General fund			412,333		432,429
Revaluation reserve			84,454		84,454
Designated funds			204,832		197,527
	20		<u>701,619</u>		<u>714,410</u>
<b>Restricted funds</b>	19		53,195		49,674
<b>Total funds</b>	21		<u>754,814</u>		<u>764,084</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 Report Standard for Small Entities (effective April 2008)

The financial statements were approved by the Board of Directors on 23/7/13 and signed on its behalf by

  
Hugh Gladman  
Director

  
Jonathan Harvie  
Director

Registered No 015947097 (England and Wales)

The accounting policies and notes on pages 13 to 26 form an integral part of these financial statements



**Notes to the financial statements  
For the year ended 31 March 2013**

**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 investment**

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.

**Notes to the financial statements**  
**For the year ended 31 March 2013**  
Accounting policies (continued)

**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 base over the lease term.

**1.8 Taxation**

As a registered charity, the company benefits from rates relief and is 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.

**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 designated 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 Funds 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.

## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2013 Accounting policies (continued)

Designated funds – these are funds set aside by the directors 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.

#### 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:

	2013	2012
	£	£
Operating lease charges		
- land and buildings	45,049	39,965
- plant and machinery	4,200	2,958
- motor vehicles	8,750	8,558
Auditors' remuneration	6,750	6,000
	<hr/>	<hr/>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

### 3. Voluntary Income

	Unrestricted funds	Restricted funds	Total 2013	Total 2012
	£	£	£	£
Donations	4,853	-	4,853	2,141
Corporate and business donors	23,426	-	23,426	41,972
Legacies	-	-	-	49,655
	<u>28,279</u>	<u>-</u>	<u>28,279</u>	<u>93,768</u>

### 4. Grants Receivable

	Unrestricted funds	Restricted funds	Total 2013	Total 2012
	£	£	£	£
<b>Local authority funding</b>				
Gloucestershire County Council	-	30,000	30,000	2,000
Gloucester City Council	-	9,548	9,548	7,812
Cotswold District Council	-	427	427	-
	<u>-</u>	<u>39,975</u>	<u>39,975</u>	<u>9,812</u>
<b>Grants from charitable foundations</b>	<u>5,000</u>	<u>46,272</u>	<u>51,272</u>	<u>66,263</u>
<b>Charity Grants</b>				
Big Lottery - Transition Fund Grant	-	-	-	132,720
Big Lottery Fund Grant - Awards for All	-	9,276	9,276	324
Comic Relief - The Sporting Chances	-	43,816	43,816	40,091
Four Acres Trust	-	-	-	1,411
	<u>-</u>	<u>53,092</u>	<u>53,092</u>	<u>174,546</u>
	<u>5,000</u>	<u>139,339</u>	<u>144,339</u>	<u>250,621</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

### 5. Activities for generating funds

	2013	2012
	£	£
<b>Unrestricted funds</b>		
Fundraising	2,084	779
Service charges to InfoBuzz Limited	10,072	10,885
	<u>12,156</u>	<u>11,664</u>

### 6. Investment income

	2013	2012
	£	£
<b>Unrestricted funds</b>		
Rents receivable (Investment Property)	20,500	20,500
Interest receivable	5,344	4,836
	<u>25,844</u>	<u>25,336</u>

### 7. Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Total 2013	Total 2012
	£	£	£	£
Youth Achievement Foundation	469,144	-	469,144	391,331
Youth Work Team	142,969	-	142,969	102,829
Development Team	587,734	-	587,734	338,853
involve	-	-	-	2,351
Miscellaneous income	9,616	-	9,616	6,425
	<u>1,209,463</u>	<u>-</u>	<u>1,209,463</u>	<u>841,789</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

### 8. Support Costs

	Basis of allocation	Charitable activities	Generating funds	Governance costs	Total 2013	Total 2012
	£	£	£	£	£	£
Salaries and staff costs	staff time	178,895	28,976	18,480	226,351	198,677
Other staff Costs	staff time	31,336	4,397	-	35,733	7,539
Office costs	per capita	17,037	3,006	3,072	23,115	14,725
	usage	39,601	6,290	-	45,891	54,886
Premises costs	per capita	23,241	4,100	4,191	31,532	25,529
Advertising and Marketing costs	per capita	-	274	-	274	62
	usage	4,147	689	-	4,836	3,852
Finance costs	per capita	2,489	-	382	2,871	1,078
	usage	17,537	448	-	17,985	17,505
Depreciation		-	-	842	842	1,236
	staff time	17,701	3,124	-	20,825	17,415
		<u>331,984</u>	<u>51,305</u>	<u>26,967</u>	<u>410,255</u>	<u>342,504</u>
Note		10	9	11		

### 9. Costs of generating funds

	Direct expenses	Support Costs	Total 2013	Total 2012
	£	£	£	£
<b>Fundraising costs of grants &amp; donations</b>				
Salaries and staff costs	-	28,976	28,976	52,420
Other staff costs	-	4,397	4,397	688
Office costs	699	9,296	9,995	10,060
Premises costs	-	4,101	4,101	4,650
Advertising & Marketing costs	10,900	963	11,863	10,869
Finance costs	-	448	448	376
Depreciation	-	3,124	3,124	3,558
	<u>11,599</u>	<u>51,305</u>	<u>62,904</u>	<u>82,624</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

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

	Payroll costs £	Other staff costs £	Direct expenses £	Support costs £	Total 2013 £	Total 2012 £
Youth Achievement Foundation	280,314	10,112	94,867	136,111	521,404	370,189
Youth Work Team	211,754	11,306	40,237	106,387	369,684	271,362
Development Team	125,397	30,975	157,899	85,286	399,557	274,725
involve	-	-	-	-	-	1,121
New Projects	31,496	1,163	4,792	4,200	41,651	-
	<u>648,961</u>	<u>53,556</u>	<u>297,795</u>	<u>331,984</u>	<u>1,332,296</u>	<u>917,397</u>

### 11. Governance costs

	Direct expenses £	Support costs £	Total 2013 £	Total 2012 £
Salaries and staff costs	-	18,480	18,480	16,349
Office costs	1,024	3,072	4,096	3,771
Premises Costs	-	4,191	4,191	4,376
Finance costs	-	382	382	185
Depreciation	-	842	842	212
Professional Fees	181	-	181	4,392
Annual General Meeting	1,244	-	1,244	957
Audit & Accountancy fees	6,750	-	6,750	6,014
	<u>9,199</u>	<u>26,967</u>	<u>36,166</u>	<u>36,256</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

### 12. Salaries & staff costs

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
Wages and salaries	745,660	77,388	823,048	548,174
Social Security costs	50,174	4,765	54,939	37,638
Pension costs	7,103	981	8,084	6,721
	<u>802,937</u>	<u>83,134</u>	<u>886,071</u>	<u>592,533</u>

Salaries by function	2013 £	2012 £
Charitable activities	827,856	540,551
Generating funds	39,735	35,633
Governance	18,480	16,349
	<u>886,071</u>	<u>592,533</u>

Number of employees	2013 Number	2012 Number
The average number of employees during the year was	<u>59 83</u>	<u>45 75</u>

Number of employees by function	2013 Number	2012 Number
Charitable activities	56 33	42 25
Generating funds	2 50	2 50
Governance	1 00	1 00
	<u>59 83</u>	<u>45 75</u>



## Young Gloucestershire Limited

### Notes to the financial statements For the year ended 31 March 2013

#### 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 directors in a fund independent from the company. The pension charge represents contributions due from the company in the year and amounted to £8,084 (2012 - £6,721)

#### 14. Tangible fixed assets

	Freehold Investment property £	Fixtures fittings and computer equipment £	Motor vehicles £	Total £
<b>Cost/ Valuation</b>				
At 1 April 2012	200,000	98,869	76,414	375,283
Additions	-	4,881	-	4,881
At 31 March 2013	<u>200,000</u>	<u>103,750</u>	<u>76,414</u>	<u>380,164</u>
<b>Depreciation</b>				
At 1 April 2012	-	85,242	25,672	110,914
Charge for the Year	-	4,492	17,174	21,666
At 31 March 2013	<u>-</u>	<u>89,734</u>	<u>42,846</u>	<u>132,580</u>
<b>Net Book Value</b>				
At 31 March 2013	<u>200,000</u>	<u>14,016</u>	<u>33,568</u>	<u>247,584</u>
At 31 March 2012	<u>200,000</u>	<u>13,627</u>	<u>50,742</u>	<u>264,369</u>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

### 15. Fixed asset investments

Listed Investments	2013	2012
	£	£
Market value at beginning of the year	13,468	13,713
Gain / (loss) on revaluation	2,015	(245)
<b>Market value at end of the year</b>	<b>15,483</b>	<b>13,468</b>

### 16. Debtors

	2013	2012
	£	£
Income debtors	249,937	133,540
Accrued income	23,601	50,008
Prepayments	19,130	8,736
	<b>292,668</b>	<b>192,284</b>

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

	2013	2012
	£	£
Expense creditors	35,678	31,022
Deferred income (note 18)	130,655	70,056
Accruals	59,279	36,300
Taxes and social security costs	21,436	16,417
	<b>247,048</b>	<b>153,795</b>

# Young Gloucestershire Limited

## Notes to the financial statements For the year ended 31 March 2013

### 18. Deferred income

	2013 £
Balance as at 1st April 2012	70,056
Amount released to incoming resources	(70,056)
Amount deferred in the year	130,655
Balance at 31st March 2013	<u>130,655</u>

	£
Amounts deferred in the year are	
Rent received in advance for quarter ending 30 June 2013	5,125
YAF -PRU fees received for 1st March-31 May 2013	82,854
Peter Lang Unspent Grant received for Qr 3 2012/2013	1,194
St James's Place income received during 2012/13 for Youth Worker salary in 2013/14	27,090
Cotswold District Council unspent grant for 2012/13 (Club in Van)	1,642
South of Stroud Council received fees for Qtr 1 2013/15	10,000
UK Youth-Microsoft Hub unspent grant for 2013	2,750
	<u>130,655</u>

### 19. Restricted fund

	Balance at 01 April 2012 £	Movement in Resources Incoming £	Outgoing £	Balance at 31 March 2013 £
General Fund	2,904	-	(476)	2,428
Youth Achievement Foundation	-	1,863	(3,677)	(1,814)
Youth Work Team	46,770	136,484	(130,165)	53,089
Development Team	-	(508)	-	(508)
New Projects	-	1,500	(1,500)	-
	<u>49,674</u>	<u>139,339</u>	<u>(135,818)</u>	<u>53,195</u>

Source	Amount £	Purpose
<b>Youth Achievement Foundation</b>		
Ernest Cooke Trust	927	Literacy Resources
Active Gloucestershire	936	Badmington and Golf Coaching
<b>Youth Work Team</b>		
Big Lottery Fund Grant	9,276	Awards for All
Comic Relief 'The Sporting Chances'	43,816	Sporting Chances
Peter Lang Trust	15,712	Looked After Children Project
St James's Place	27,705	Salary Grant
Gloucestershire County Council	30,000	Transition Funding
Gloucestershire City Council	9,548	GFH Youth Club
Cotswold District Council	427	Club in a Van
<b>Development Team</b>		
Britannia Foundation	(508)	Grant returned
<b>New Projects</b>		
Cirencester College	1,500	Apprentice salary grant
	<u>139,339</u>	

## 20. Unrestricted funds

	Balance at 01 April 2012 £	Movement in Resources				Balance at 31 March 2013 £
		Incoming £	Outgoing £	Gain £	Transfers £	
<b>General</b>	432,428	51,943	(250,459)	2,015	176,406	412,333
New Projects	-	-	(40,991)	-	40,991	-
<b>Revaluation reserve</b>	84,454	-	-	-	-	84,454
<b>Designated</b>						
<b>Fixed assets acquisition fund</b>	165,682	-	-	-	-	165,682
Youth Achievement Foundation	9,945	470,283	(441,078)	-	-	39,150
Youth Work Team	9,945	149,243	(194,190)	-	35,002	-
Development Team	11,956	609,273	(368,830)	-	(252,399)	-
	<u>714,410</u>	<u>1,280,742</u>	<u>(1,295,548)</u>	<u>2,015</u>	<u>-</u>	<u>701,619</u>

## 21. Summary of movements in funds

	Balance at 01 April 2012	Movement in Resources			Balance at 31 March 2013
	£	Income £	Outgoing £	Gain(loss) £	£
Restricted funds (Note 19)	49,674	139,339	(135,818)	-	53,195
Unrestricted funds (Note 20)	714,410	1,280,742	(1,295,548)	2,015	701,619
	<u>764,084</u>	<u>1,420,081</u>	<u>(1,431,366)</u>	<u>2,015</u>	<u>754,814</u>

## 22. Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total
	General £	Designated £	£	£
Tangible fixed assets	119,603	108,067	19,914	247,584
Investments	15,483	-	-	15,483
Current assets	365,309	306,733	66,753	738,795
Current liabilities	(88,062)	(125,514)	(33,472)	(247,048)
	<u>412,333</u>	<u>289,286</u>	<u>53,195</u>	<u>754,814</u>

## 23. Financial commitments.

	2013	2013	2013	2012	2012	2012
	<1 Yr	2-5 Yrs	>5Yrs	<1 Yr	2-5 Yrs	>5 Yrs
	£	£	£	£	£	£
Land & Buildings	-	38,304	-	759	34,025	-
Operating Leases	5,101	3,888	-	2,424	10,544	-
	<u>5,101</u>	<u>42,192</u>	<u>-</u>	<u>3,183</u>	<u>44,569</u>	<u>-</u>

## 24. Capital commitments

There were no capital commitments at 31 March 2013 or 31 March 2012

## 25. Contingent liabilities

There were no contingent liabilities at 31 March 2013 or 31 March 2012

## 26. Company status

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

The members of the company are 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

No directors have received any payments for the period 1 April 2012 – 31 March 2013