



**CHELTENHAM YMCA**  
(A COMPANY LIMITED BY GUARANTEE)

**REPORTS AND ACCOUNTS**

**FOR THE YEAR ENDED**

**31 MARCH 2014**



**CROWE CLARK WHITEHILL LLP**  
STATUTORY AUDITOR  
Carrick House  
Lypiatt Road  
Cheltenham  
Glos  
GL50 2QJ

# CHELTENHAM YMCA

## INDEX TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2014

---

PAGE	CONTENTS
1 - 3	Legal and Administrative Information
4 - 8	Report of the Board of Directors
9 - 10	Annual Report of the Board of Directors
11	Report of the Independent Auditor
12	Income and Expenditure Account
13	Balance Sheet
14 - 23	Notes to the Accounts

The following pages do not form part of the statutory accounts:

24	Summary of Income and Expenditure Account
25	Hostel Revenue Account
26	Non Hostel Revenue Account
27	Direct Costs Summary
28	Apportioned Costs Summary

# CHELTENHAM YMCA

## LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2014

---

### HONORARY VICE PRESIDENTS

Mrs A Cadbury OBE JP DL  
Mr R N Cole  
Cllr Mrs B Driver  
Cllr Mrs J Fletcher  
Cllr R Garnham  
Cllr L Godwin JP  
The Rev Canon Dr T Griffiths  
Rt Revd P Harris  
Rt Hon Lord Jones of Cheltenham  
Mr D Staight  
Mr M Summerbee  
Lord-Lieutenant of Gloucestershire,  
Dame Janet Trotter DBE  
Revd T Welch  
Rt revd J Went (retired August 2013)

### OFFICERS (\* Also Directors)

#### President

Rt Revd Michael Perham

#### Chairman

Mr M Ede\*

#### Vice Chairman

Mr M Hunt\*

#### Treasurer

Mr P M James

#### Chief Executive & Company Secretary

Mr D E Wallace

### OTHER MEMBERS OF THE BOARD OF DIRECTORS

Mr G Buckeridge\* (appointed July 2013)  
Mr H Harries\*  
Mr S Jordan\*  
Mr D Manohar\*  
Mr P F Measures\* (resigned March 2014)  
Mr B Reed\*  
Dr D Shoesmith\*  
Mrs F Tolond\*  
Mr P Worsley\*

Mrs R Milner - YMCA England Representative

In accordance with the Articles of Association,  
Mr M Ede, Dr D Manohar, Mr B Reed, Dr D Shoesmith,  
Mrs F Tolond, and Mr P Worsley seek re-election at  
the forthcoming Annual General Meeting.

### MANAGEMENT SUB-COMMITTEES

Finance Committee  
Housing Committee  
Human Resources Committee  
Sports, Health, Exercise and Fitness Committee

### SENIOR STAFF

Mr J Evans	Operations Manager
Mrs J Homewood	Housing Manager (from 03/14)

### Senior Staff Team (inc Duty Managers)

Ms T Bleaken (to 07/13)	Mrs R Harris
Miss L Bojczuk	Miss L Pearce-Kear (from 10/13)
Mr R Charsley	Mr R Price
Mrs P Cooper	Mr T Rawlinson
Mrs S Evans	Mrs K Westlake
Mr P Harrington	Mr V Wood

### REGISTERED OFFICE

6 Vittoria Walk, Cheltenham, GL50 1TP

### PROFESSIONAL ADVISORS

#### Auditor

Crowe Clark Whitehill LLP, Carrick House,  
Lypiatt Road, Cheltenham, GL50 2QJ

#### Bankers

HSBC Bank plc, The Cross, Gloucester GL1 2AP

#### Chartered Surveyor

Maxcis Project Management, Blagrove Farm, East  
Worlington, Crediton, Devon EX17 4SU

#### Fundraising Consultant

Anthony Oliver Consulting, Cheltenham GL52 6YT

#### Solicitor

Harrison Clark Rickerbys LLP, Ellenborough House,  
Wellington Street, Cheltenham GL50 1YD

#### VAT Consultant

Hazlewoods LLP, Windsor House, Bayshill Road,  
Cheltenham GL50 3AT

## CHELTENHAM YMCA

### LEGAL AND ADMINISTRATIVE INFORMATION – continued

FOR THE YEAR ENDED 31 MARCH 2014

---

#### Organisations with whom the Association works:

Active Gloucestershire  
The Aston Project  
Bridge Training  
C3 Church, Cheltenham  
Cheltenham Borough Homes (CBH)  
Cheltenham Chamber of Commerce  
Cheltenham Housing Advice Centre (CHAC)  
Cheltenham First Stop  
Cheltenham Festivals  
Cheltenham Youth for Christ  
Christians Against Poverty  
Cinderford YMCA  
Community Games  
County Community Projects (CCP)  
Family Space in Hesters Way  
Furniture Recycling Project  
GL3 Community Hub, Churchdown  
Gloucester City Council  
Gloucester Hereford YMCA  
Gloucestershire Association for Voluntary and Community Action (GAVCA)  
Gloucestershire College  
Gloucestershire Infrastructure Group  
Gloucestershire Police  
Gloucestershire Re-Integrations Service  
Gloucestershire Social Services 16+ Team  
Gloucestershire VCA Alliance  
Gloucestershire Youth Housing Advice Service  
Gloucestershire Youth Offending Team  
Greenbelt Festivals  
Göttingen YMCA  
Hesters Way Baptist Church  
Hesters Way Neighbourhood Project  
Hesters Way Partnership  
Hostelbookers  
Mid Cotswold Evangelical Alliance  
Onside Futsal (University of Gloucestershire)  
Police Community Support Officers  
Prospect Training  
Vision 21  
St Aiden and St Silas Churches  
St Barnabas Church  
St Mark Church  
Sitting Giant  
SPA (Support Provision and Allocation)  
Speller Metcalfe  
Springbank Community Resource Centre  
Stonham Housing Association  
Teens in Crisis Plus  
The Prince's Trust  
The Rock  
Tony's House  
Trinity Cheltenham  
YMCA England  
Young Gloucestershire  
Youth Support Team (YST)

## CHELTENHAM YMCA

### LEGAL AND ADMINISTRATIVE INFORMATION – continued

FOR THE YEAR ENDED 31 MARCH 2014

---

#### Organisations supporting the work of the Association:

Abbey Business Equipment  
All Saints' Academy  
ArthurSteenHorneAdamson (ASHA) Cheltenham  
Asda Cheltenham  
Ballroom – The  
Barnwood Park School  
Basnett Associates  
Beatrice Laing Trust - The  
Bernard Sunley Charitable Foundation - The  
Bethesda Methodist Church  
Bishop's Cleeve Methodist Church  
C3 Church, Cheltenham  
Cambray Baptist Church  
Cheltenham Borough Council  
Cheltenham Borough Homes  
Cheltenham Ladies' College  
Cheltenham Network Church  
Chelwin Charitable Trust  
CHK Charities Limited  
Clifton Diocese  
Earl of Wemyss & March DL  
G R Lane Health Products  
George Cadbury Trust – The  
Gloucester City Council  
Gloucester Diocese  
Guilfoyle Sage, Gloucester  
Homes and Communities Agency  
Knighton Enterprises Ltd  
M J C Stone Charitable Trust  
Marks and Spencer  
Mayor of Cheltenham - The  
Mid Cotswold Evangelical Alliance  
Jazz Trio  
Recycle4Charity  
R Lunch Coffee Shop & Catering  
Renishaw Plc  
St Paul's Church, Shurdington  
Summerfield Charitable Trust  
Supporting People Gloucestershire  
Sylvia Waddilove Foundation – The  
Terence O'Rourke Architects  
This England  
Tony Hilder Fund Raising and Events  
University of Gloucestershire  
Waitrose Cheltenham  
YMCA Charity Shops  
YMCA SW Regional Trust Fund

The Board of Directors wishes to formally record its thanks to the  
afore-mentioned organisations and to individual donors for their support throughout the year

## **CHELTENHAM YMCA**

### **REPORT OF THE BOARD OF DIRECTORS**

#### **FOR THE YEAR ENDED 31 MARCH 2014**

---

#### **Status**

On 22 February 2000, Cheltenham YMCA was incorporated as a private company limited by guarantee (company number 03930834 and new charity number 1079951). The winding up of the old Association, charity number 250195, was not undertaken until 1 April 2000 when all assets and liabilities of the unincorporated body were transferred to the new company.

The Governing Document of the Association is the Memorandum and Articles of Association of Cheltenham YMCA, produced on incorporation 22 February 2000.

#### **Accounts**

The Board of Directors, who are the Trustees for the purposes of Charity Law, present their report and audited accounts of the Association for the year ended 31 March 2014.

#### **Results**

	<b>£</b>
Surplus for year	<b><u>377,459</u></b>
<b>Transfer to general reserves</b>	<b><u>377,459</u></b>

#### **Principal Activity**

Cheltenham YMCA is a residential and activity centre based on Christian values, which promotes through its programme and service the physical, emotional and spiritual wellbeing of individuals of all religions, races and communities.

As an independent company, limited by guarantee, a registered charity and Homes and Communities Agency it provides accommodation for young people and an activity programme for 614 members encouraging all people regardless of ability to develop both physical and creative skills.

The Mission Statement prepared by the "LAUNDE" internal review in 1999 was reviewed in November 2002. "Cheltenham YMCA is a Christian Organisation. Central to our aims are Christian values and service. Our main objective is meeting the needs of young people and creating personal development opportunities for all".

#### **Public Benefit, Aims and Purposes (extracted from the Memorandum of Association)**

The objects of the Association arise from its acceptance of the Basis of Union of the Young Men's Christian Associations of England, Ireland and Wales adopted by the British Young Men's Christian Association Assembly held in Birmingham in the year 1973, that is to say:

"The Young Men's Christian Associations seek to unite those who, regarding Jesus Christ as their God and Saviour according to the Holy Scriptures, desire to be His disciples in their faith and in their life, and to associate their efforts for the extension of His Kingdom.

Any difference of opinion on other subjects, however important in themselves, shall not interfere with the harmonious relations of the Associations of the Young Men's Christian Association Movement in England, Ireland and Wales".

## **CHELTENHAM YMCA**

### **REPORT OF THE BOARD OF DIRECTORS - continued**

#### **FOR THE YEAR ENDED 31 MARCH 2014**

---

##### **Public Benefit, Aims and Purposes - continued**

Accordingly the objects of the Association are:

- (A) To unite those who, regarding Jesus Christ as their God and Saviour according to the Holy Scriptures, desire to be His disciples in their faith and in their life, and to associate their efforts for the extension of His Kingdom.
- (B) To lead young people to the Lord Jesus Christ and to fullness of life in Him.
- (C) To provide or assist in the provision in the interests of social welfare of facilities for recreation and other leisure time occupation for men and women with the object of improving their conditions of life.
- (D) To provide or assist in the provision of education for persons of all ages with the object of developing their physical, mental or spiritual capacities.
- (E) To relieve or assist in the relief of persons of all ages who are in conditions of need, hardship or distress by reason of their social, physical or economic circumstances.
- (F) To provide residential accommodation for persons of all ages who are in need, hardship or distress by reason of their social, physical or economic circumstances.

The Directors confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's published general and relevant sub sector guidance concerning the operation of the Public Benefit requirement under the Act.

The objects, aims and purposes of the Association are carried out for the public benefit and are clearly identifiable and appropriate. This provision and availability is demonstrated by the wide range of services and facilities offered by the Association at affordable prices. Some examples can be seen in our Public Annual report.

##### **General Financial Responsibilities**

The Directors are responsible for preparing the Directors' Report and the accounts in accordance with applicable law and regulations.

Legislation requires the directors to prepare accounts for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards) and applicable law.

Under legislation the Directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the Association and of its net outgoing resources for that period. In preparing these accounts the Board of Directors are required to:-

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue to operate.

The Directors are responsible for keeping proper accounting records that are sufficient to show and explain the Associations transactions and disclose with reasonable accuracy at any time the financial position of the Association and enable them to ensure that the accounts comply with the Accounting Requirements for the Housing Registered Social Housing provider SORP 2010 and Regeneration Act 2008 and the Accounting Direction for Private Registered Providers of Social Housing 2012. They are also responsible for maintaining a satisfactory system of control over the Association's books of accounts, its cash holdings and its receipts and remittances for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **CHELTENHAM YMCA**

### **REPORT OF THE BOARD OF DIRECTORS - continued**

#### **FOR THE YEAR ENDED 31 MARCH 2014**

---

Insofar as each of the Directors of the Association at the date of approval of this report is aware there is no relevant audit information (information needed by the company's auditor in connection with preparing the audit report) of which the company's auditor is unaware. Each Director has taken all of the steps that he/she should have taken as a Director in order to make himself/herself aware of any relevant audit information and to establish that the Association's auditor is aware of that information.

#### **Organisational Structure and Governance**

The Officers have delegated day to day management of the Association to the Chief Executive – Mr David E Wallace. The Board of Directors may pass major operational decisions to the Executive Committee which will meet as appropriate and will consist of the following members:- Board Chairman, Board Vice Chairman, Chief Executive and the Treasurer.

#### **Recruitment and Appointment of Directors**

The Board of Directors are constantly examining the possibility of recruiting and appointing additional Directors. During the year, we appointed one new Director and a prospective Director has been attending meetings during the year.

#### **Internal Financial Control**

It is the Board of Directors' responsibility to establish systems of internal financial control. Such systems can provide only reasonable and not absolute assurance of:-

- the safeguarding of assets against unauthorised use of disposition; and
- the maintenance of proper accounting records which are free from any material misstatement or error.

Key elements of the internal financial control system established by the Association are:-

- Formal policies and procedures are in place, including the documentation of key systems and clearly defined organisational responsibilities and delegation of authorities, which allow the monitoring of controls and restrict the unauthorised use of the Association's assets;
- Experienced and suitably qualified staff, take responsibility for important financial functions. Appraisal procedures have been established to maintain standards of performance;
- Budgets are prepared which allow management to monitor the key financial activities and risks and the progress towards financial objectives set for the year; monthly management accounts are prepared providing relevant, reliable and up-to-date financial and other information; significant variances from budget are investigated and reported to the Finance Committee on a monthly basis;
- Investment projects are subject to formal authorisation procedures by the Finance Committee;
- All capital expenditure and disposals undergo approval procedures, and there are clearly defined authority levels and monthly reporting on capital expenditure;
- The useful economic life and residual value of all fixed assets are reviewed annually;
- The Finance Committee reviews reports from management and the external auditor to provide reasonable assurance that internal control procedures are in place and are being followed;
- Formal procedures have been established for instituting appropriate action to correct weaknesses identified from the above reports.



## **CHELTENHAM YMCA**

### **REPORT OF THE BOARD OF DIRECTORS - continued**

#### **FOR THE YEAR ENDED 31 MARCH 2014**

---

#### **Policy Statement on Risk Management**

The Finance Committee are pleased to report that clear strategies for all aspects of internal operational and financial controls including reserves accounting, investment policy and going concern assessment have been defined, implemented and are being regularly reviewed for effectiveness. The Finance Committee are satisfied that systems are in place to manage exposure to the major identifiable risks.

The following reviews were undertaken, by the Finance Committee during the reporting period attended by independent advisors:

Environmental Sustainability policy – 6 June 2013	Anti-Fraud policy – 6 June 2013
Equity Investments policy – throughout the period	Conflict of Interest policy – 6 June 2013
Succession policy – throughout the period	Fundraising policy- 6 June 2013
Reserves policy – 4 July 2013	
Risk Assessment Register and Business Continuity Plan – 22 May 2014	

#### **Investment Policy and Performance**

Under its Memorandum and Articles of Association, Cheltenham YMCA has the power to make any investment which the Board sees fit. The funds are now being held in various High Interest Accounts, this reduces the risk, by spreading the funds between accounts. It also provides a small amount of interest as well as having the necessary access to fund the building development as described in the annual report from the directors.

#### **Policy Statement on Reserves and Going Concern Review**

Cheltenham YMCA has various unrestricted reserves available to finance its activities.

Unrestricted reserves are expendable at the discretion of the Board of Directors in furtherance of the charity's objects. Such reserves may be designated by the Board for a particular project or purpose and are termed designated reserves. General reserves represent the amount of unrestricted reserves that have not been designated. 'Free reserves' comprise net current assets plus equity investments and investment property fixed assets that are not required for the movement's support activities.

The Board recognises the need to establish a level of general reserves that enables financial stability, is adequate to meet the requirements of working capital and acts as a cushion against fluctuations in income levels and in the financial performance of the charity's activities. Such reserves are built up from annual surpluses, when appropriate.

The Board's policy is that free reserves should normally be equivalent to 12 months of the next year's anticipated expenditure.

At budgeted levels of activity this is equivalent to a level of free reserves of approximately £700,000. As at 31 March 2014 free reserves were £637,137 (2013 - £563,506), which does not include the designated pension reserve.

The Directors have reviewed the Reserves Policy to cover the limited YMCA operations during the building program and for a few years thereafter so that the free reserves must always exceed the total planned net annual expenditure (equal to expenditure less income). As the free reserves recover following the completion and benefits of the new build, the policy will revert back to the normal policy above and this paragraph will not be required. The free reserves will be monitored monthly and action taken as necessary to ensure its compliance to this reserves policy.

In the year ended 31 March 2007 the Directors established a Designated Pension Fund of £500,000 earmarked to finance Cheltenham YMCA's estimated portion of the YMCA Pension Plan deficit. In the year ended 31 March 2013 and 31 March 2014 £25,382 and £27,487 respectively have been paid in respect of this fund and has accordingly been transferred to general reserves. At 31 March 2014 the balance on this designated fund was £333,920, (2013 - £361,407).

## CHELTENHAM YMCA

### REPORT OF THE BOARD OF DIRECTORS - continued

### FOR THE YEAR ENDED 31 MARCH 2014

---

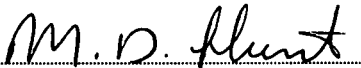
During the year ended 31 March 2014, £331,316 (2013: £62,806) was raised by fund raising and donations less direct fund raising expenses for the restricted fund set up solely to assist with the financing of the new development. At 31 March 2014, the restricted reserve totalled £394,122 (2013: £62,806).

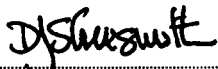
The Board of Directors will review the reserves policy on an annual basis. The Directors are satisfied that it is appropriate for the accounts to be prepared on a going concern basis.

#### Auditor

A resolution to reappoint Crowe Clark Whitehill LLP as auditor in accordance with section 485 of the Companies Act 2006, will be proposed at the next Annual General Meeting.

#### Approved and Signed by Order of the Board

 Director  
MICHAEL DAVID HUNT

 Director  
DAVID JOHN SHOESMITH

10 July 2014

## **CHELTENHAM YMCA**

### **ANNUAL REPORT OF THE BOARD OF DIRECTORS – 2013/2014**

---

This year will be remembered as one of dreams becoming realities. A “brave leap of faith” has seen Cheltenham YMCA embark on an ambitious construction programme to provide a town centre, affordable housing scheme with 73 modern accommodation units. Fundraising for this new provision has been high on our list of priorities and with thanks to the Homes and Communities Agency and hundreds of generous supporters we are now close to achieving the last £100,000 of a £4.1 million target.

We have, in the last few weeks, welcomed our first residents into the new building. They are settling in well, and enjoying the facilities – modern en suite bathrooms and fully equipped communal kitchen/dining areas. Demand for accommodation has been strong and we envisage filling our accommodation within a three month period. Homelessness has increased locally and, in partnership with a number of other providers and support services, Cheltenham YMCA is keen to deliver a quality service that will make a huge difference to the lives of young people whilst having a positive impact on the problem of homelessness in Cheltenham. This new building is really special and our thanks go to Speller Metcalfe who have constructed these new units on a particularly tight site with little room to manoeuvre.

To lead this new development we are pleased to welcome our new Housing Manager, Janet Homewood, to the team. Janet will head up a new housing support team providing the necessary skills and experience to help YMCA residents move on to independent living.

As part of our housing strategy, we have also followed up a number of other potential housing development opportunities in both Cheltenham and Gloucester to provide additional first base accommodation backed up by further independent living move-on opportunities. Consequently we have been awarded additional funding totalling over £890,000 from the Homes and Communities Agency and Gloucester City Council to create a 16-unit cluster housing scheme in Gloucester City Centre. With all the development work being undertaken at present, we would like to give special thanks to Andrew Farrell (Maxcis Project Management) for his expert advice, and support, in securing HCA funding and in his role as Employers Agent.

Central to YMCA is a body, mind and spirit approach to the work, and with our newly acquired sports centre in Arle Road, we hope to offer a wide range of activities to our members, residents and visitors. This new centre opened in September 2013, and includes a spacious modern sports hall for four badminton courts, basketball, five-a-side football, judo, karate, over 50's exercise, hockey, and all the main sports. The centre includes: a separate activity room, good sized changing and shower facilities, café and a large car park. We are pleased that many of our existing membership moved across to this new facility and we look forward to welcoming many new members and users in the future. With the acquisition of this centre we have focussed on our existing youth and community sports facility in Princess Elizabeth Way, where a well-equipped gym is open to the public and a range of youth and community based activities take place.

Up until now you probably thought that the YMCA was all building based but that is not the case. Our “Street Live” mobile football cage has been well used around the Borough popping up in local parks, schools, youth clubs, and any other suitable open spaces where young people are in need of positive activities.

In recent years fundraising has not featured to any high level but over the past 18 months we have been running a capital funding campaign to raise £600,000 to fill the funding gap of our new housing centre and Anthony Oliver has led our efforts raising a massive £500,000, with only £100,000 still to raise.

## CHELTHENHAM YMCA

### ANNUAL REPORT OF THE BOARD OF DIRECTORS – 2013/2014

---

Our thanks go to Anthony, assisted by Karen Westlake, for all their efforts during this period.

Cheltenham YMCA is part of a global YMCA Family represented in 119 countries and we are pleased to report that our developing partnership with Göttingen YMCA (Germany) has become even stronger with a recent visit to Cheltenham. There are now plans for exchange placements for young people at each YMCA as well as a 2015 "Tour de Y" cycle ride challenge from Cheltenham to Göttingen.

On the financial side for the year ending 31 March 2014, there has been a continued operating deficit of £281,680 due to the development of the new building with lower housing income and further losses on the start-up of the two new sports facilities (onto which central costs have been allocated). To offset this deficit, the Board of Directors decided to sell its investment property in Wolseley Terrace generating a surplus of £309,505. The results of the successful fundraising campaign have generated a £350,281 of donations in the year for the new development for which the Board are extremely grateful and thanks go to those members of the public and trust funds that have contributed. The final surplus of £377,459 has been allocated to two reserve funds shown in the Balance Sheet of which a significant portion is for the completion of the new development which opened in June 2014. Moving forward, we expect the new development to generate significant extra housing revenue in 2014/15 and we need to consolidate our activities on the sports and leisure side of the Association to stem its financial losses going forward, whilst at the same time recognising that it makes a valuable contribution to the Association's activities within Cheltenham.

Our recent period of transition is now coming to an end and we are recruiting additional staff to help with our work. Recently Jo Smith-Wood (Administration Assistant), Debbie Taylor (Financial Assistant), Leonie Pearce-Kear (Duty Manager), Neville Wheeler (Senior Housing Support Worker) have all been welcomed on to the team. During the year, after 33 years we said a fond farewell to Jerry Evans (Operations Manager) on reaching retirement. We also say goodbye to Tim Wallace (Community Sports Worker) who is leaving to become a student paramedic.

Our Board of Directors has also seen changes with Graham Buckeridge joining the Board, and Simon Measures standing down after 10 years' service.

Finally, the Board of Directors gratefully acknowledges the continued commitment and support of our excellent staff team with a special mention for the leadership, vision and hard work of our CEO, David Wallace.

We also give thanks for the continued backing of all our partners and friends who have given generously of their time, expertise and money towards the important continuing work of Cheltenham YMCA.

On behalf of the Board of Directors

10 July 2014



MICHAEL DAVID HUNT



DAVID JOHN SHOOSMITH

**INDEPENDENT AUDITORS' REPORT  
TO THE DIRECTORS AND MEMBERS OF CHELTENHAM YMCA**

---

We have audited the accounts of Cheltenham YMCA for the year ended 31 March 2014, which comprises the Income and Expenditure Account, Balance Sheet and the related notes which are set out pages 12 to 23.

The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the Association's members, as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association and the Association's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective Responsibilities of directors and auditor**

As explained more fully in the General Financial Responsibilities, the Directors (who are also the charity officers of the Association for the purpose of charity law) are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts 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 Ethical Standards for Auditors.

**Scope of the audit of the accounts**

An audit involves obtaining evidence about the accounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Association's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the accounts.

In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

We review whether the statement on pages 4 to 8 reflects the Association's compliance with the Housing Corporation Circular 07/07 'internal financial control and financial reporting' and we report whether the Board of Directors has provided the disclosure required by the Circular and whether the statement is consistent with the information of which we are aware from our audit of the accounts. We are not required to form an opinion on the effectiveness of the Association's system of internal financial controls.

**Opinion on accounts**

In our opinion the accounts:

- give a true and fair view of the state of the Association affairs as at 31 March 2014, and of its incoming resources and application of resources, including its income and expenditure, 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 Companies Act 2006.
- have been properly prepared in accordance with the provisions of Schedule 1 to The Housing and Regeneration Act 2008, the Accounting Direction for Private Registered Providers of Social Housing 2012 and the Companies Act 2006; and
- with respect to the Board of Directors statement on financial controls on pages 4 to 8, in our opinion, the Board of Directors has provided the disclosures required by the circular, and the information given in the directors' report is consistent with the accounts.

**Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Directors' Report for the financial year for which the accounts are prepared is consistent with the accounts.

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Martin Regan**, Senior Statutory Auditor  
For and on behalf of  
**Crowe Clark Whitehill LLP**  
Statutory Auditor



Carrick House  
Lypiatt Road  
Cheltenham GL50 2QJ

25 July 2014

# CHELTENHAM YMCA


## INCOME AND EXPENDITURE ACCOUNT


FOR THE YEAR ENDED 31 MARCH 2014

	Notes	2014 £	2013 £
Turnover	2	421,648	510,875
Operating costs	2	<u>(703,328)</u>	<u>(765,302)</u>
<b>Operating deficit</b>	<b>2/5</b>	<b>(281,680)</b>	<b>(254,427)</b>
Charity shop income		376	25,504
General donations received		2,762	28,080
Restricted donations received		350,281	85,839
Investment income (gross)		23,702	57,146
Surplus on disposal of fixed assets		309,505	-
Pension fund contribution	13	<u>(27,487)</u>	<u>(25,382)</u>
<b>Surplus/(deficit) for year</b>	<b>2</b>	<b><u>377,459</u></b>	<b><u>(83,240)</u></b>

There are no recognised gains or losses for the period, other than the surplus or deficit and is in respect of continuing operations.

Approved and authorised for issue by the Board of Directors on 10 July 2014

 MICHAEL DAVID HUNT  
Director

Director  DAVID JOHN SHOESMITH

For and on behalf of the Board

The notes on pages 14 to 23 form part of these accounts.

**CHELTENHAM YMCA**

**BALANCE SHEET**

**31 MARCH 2014**

**REGISTERED NUMBER: 03930834**

	Notes	2014 £	2013 £
<b>FIXED ASSETS</b>			
Homes and Communities Agency Accommodation			
At net book value	6a	3,866,775	19,694
Less Homes and Communities grant		(3,308,819)	-
Housing equipment	6c	<u>12,193</u>	<u>-</u>
		<u>570,149</u>	<u>19,694</u>
Assets under construction	6b	-	909,687
Assets under development	6d	278,887	4,802
Non Housing activities	7	<u>254,524</u>	<u>347,772</u>
<b>TOTAL FIXED ASSETS</b>		<b>1,103,560</b>	<b>1,281,955</b>
<b>CURRENT ASSETS</b>			
Stocks	8	580	292
Debtors	9	1,261,506	76,658
Cash at bank and in hand	10	<u>108,951</u>	<u>2,280,262</u>
		<u>1,371,037</u>	<u>2,357,212</u>
<b>CREDITORS</b>			
Amounts falling due within one year	11	<u>(1,109,418)</u>	<u>(2,651,448)</u>
<b>NET CURRENT ASSETS</b>		<u>261,619</u>	<u>(294,236)</u>
<b>NET ASSETS</b>		<u>1,365,179</u>	<u>987,719</u>
<b>ACCUMULATED RESERVES</b>			
General Reserves	16	637,137	563,506
Designated Reserves	12a	333,920	361,407
Restricted Reserves	12b	<u>394,122</u>	<u>62,806</u>
<b>TOTAL RESERVES</b>		<u>1,365,179</u>	<u>987,719</u>

Approved and authorised for issue by the Board of Directors on 10 July 2014

Director

*M. D. Hunt*

MICHAEL DAVID HUNT

Director

*D. John Shoemith*

DAVID JOHN SHOESMITH

For and on behalf of the Board

The notes on pages 14 to 23 form part of these accounts

# CHELTENHAM YMCA

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2014

---

#### 1. ACCOUNTING POLICIES

##### a) STATUS

The Association is a company limited by guarantee, number 03930834; a registered charity, number 1079951, and a registered housing association with the Homes and Community Agency under the Housing and Regeneration Act 2008, number H4270. The Board of Directors are of the opinion that the Association is exempt from liability to taxation on its income and capital gains.

The liability of members is limited.

Every full member of the Association undertakes to contribute such amount as may be required (not exceeding £1.00) to the assets of the Association in the event of the same being wound up while he or she is a member or within one year after he or she ceases to be a member for payment of the debts and liabilities of the Association contracted before he or she ceases to be a member and of the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves.

If upon the winding up or dissolution of the Association there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association but shall be given or transferred to The National Council of Young Men's Christian Associations (Incorporated) for its work in Cheltenham.

##### b) BASIS OF ACCOUNTING

These accounts have been prepared under the historical cost convention, and in accordance with the Accounting Direction for Private Registered Providers of Social Housing 2012, and the Statement of Recommended Practice (SORP), published in 2010, and applicable Accounting Standards.

##### c) CASH FLOW STATEMENT

The Directors have taken advantage of the exemption in Financial Reporting Standard Number 1 from including a cash flow statement in the accounts on the grounds that the company is small.

The Directors have also taken advantage of the exemption given by the SORP on the grounds that the company is not a developing association and does not have more than 500 units.

##### d) CAPITALISATION OF DEVELOPMENT COSTS

Administration costs relating to development activities are capitalised only to the extent that they are incremental to the development process and directly attributable to bringing the property into their intended use.

##### e) DEPRECIATION

Depreciation is provided on all tangible fixed assets in use, at rates calculated to write off the cost or valuation, of each asset over its expected useful life, as follows:-

Freehold buildings	- over 50 years
Freehold building development	- over 50 years
Programme fixtures and equipment	- 25% straight line
Motor vehicles	- 25% straight line
Administration equipment	- 25% straight line
Café Y fixtures and fittings	- 25% straight line
Conference fixtures and fittings	- 12.5% straight line

Assets under construction are not depreciated until they are brought into use.

(The useful economic life and residual value of all fixed assets are reviewed annually.)

(Freehold Land is not depreciated)

##### f) COMPONENT ACCOUNTING

Under component accounting, in addition to the structure, the housing property is divided into those major components which are considered to have substantially different useful economic lives.



# CHELTENHAM YMCA

## NOTES TO THE ACCOUNTS - continued

FOR THE YEAR ENDED 31 MARCH 2014

---

### 1. ACCOUNTING POLICIES (continued)

g) APPORTIONMENT OF MANAGEMENT EXPENSES

Direct employee, administration and operating costs have been apportioned to the hostel revenue account and the non-hostel revenue account on the basis of the cost of the staff involved or the usage of the buildings, as appropriate, using percentages derived from the Chief Executive's estimates for utilisation of the activities.

h) TURNOVER

Turnover represents net rental income receivable for its hostel units, and with non-hostel lettings, income from sporting, recreational and welfare programmes and grants/contracts from local authorities, Gloucester County Council, and The Cheltenham Borough Council. Turnover is disclosed net of bad debts and excludes void losses for hostel units which are disclosed in note 2c to the accounts.

i) SOCIAL HOUSING GRANTS (SHG)

SHG are made by the Homes and Communities Agency for maintenance work. SHG received for the capital costs of housing schemes are deducted from capitalised costs, and are shown on the face of the Balance Sheet. Where grants are received in advance, they are carried forward as current liabilities, to be matched against future expenditure. SHG receivable in respect of projects under construction, are included as a debtor in the accounts. Homes and Communities Agency Grants are repayable under certain circumstances, primarily following the sale of the property, but will normally be restricted to net proceeds of the sale.

j) STOCK

Stocks are valued at the lower of cost and net realisable value. Cost is computed on a first in first out basis.

k) PENSION SCHEME – YMCA Superannuation Scheme and One Stakeholder Scheme

Cheltenham YMCA participates in a multi-employer pension plan for employees of YMCAs in England, Scotland and Wales. The plan's actuary has advised that it is not possible to separately identify the assets and liabilities relating to Cheltenham YMCA for the purposes of FRS 17 disclosure, and accordingly the FRS17 deficit is not shown in the Balance Sheet.

The cost of the defined benefit pension plan was charged to the Income and Expenditure Account so as to spread the cost of pensions over the service lives of employees. Pension cost is assessed in accordance with the advice of qualified actuaries. Actuarial surpluses and deficits are currently spread over a period of 10 years.

On closure of the aforementioned plan and with effect from 1 May 2007 two employees (including the Chief Executive) have joined a YMCA Executive Stakeholder Scheme. The contributions are charged to the Income and Expenditure Account as they accrue.

Cheltenham YMCA also operates a stakeholder pension scheme available to all employees. The contributions are charged to the Income and Expenditure account as they accrue.

Notes 4 and 13 to the accounts record the accounting details.

l) FUNDS

Designated Funds are determined at the discretion of the Directors and are disclosed in note 12.

General Funds are expendable at the discretion of the Directors.

Restricted Funds are amounts which have been earmarked by the donor for specific purposes.

m) OPERATING LEASES

Rentals under operating leases are charged to the Income and Expenditure Account on a straight line basis over the lease term.

n) GOING CONCERN

The Board of Directors have a reasonable expectation that the company has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt the going concern basis for preparing the accounts.

p) VOLUNTRTY INCOME

Donations and similar incoming resources are included in the year in which they are receivable.

**CHELTENHAM YMCA**

**NOTES TO THE ACCOUNTS – continued**

**FOR THE YEAR ENDED 31 MARCH 2014**

**2a. TURNOVER AND OPERATING DEFICIT**

	Turnover £	Operating Costs £	Operating (Deficit) £	Investment Income (Gross) £	Other Income £	Pension Fund Contributions £	2014 Surplus £	2013 (Deficit) £
INCOME AND EXPENDITURE FROM LETTINGS – Hostel	243,499	(339,829)	(96,330)	-	-	-	(96,330)	(64,574)
INCOME AND EXPENDITURE – Other	178,149	(363,499)	(185,350)	23,702	-	(27,487)	(189,135)	(158,089)
Total	<u>421,648</u>	<u>(703,328)</u>	(281,680)	23,702	-	(27,487)	(285,465)	(222,663)
Charity Shop income			-	-	376	-	376	25,504
Donations received			-	-	2,762	-	2,762	28,080
Restricted donations received			-	-	350,281	-	350,281	85,839
Disposal of fixed assets			-	-	309,505	-	309,505	-
31 March 2014			<u>(281,680)</u>	<u>23,702</u>	<u>662,924</u>	<u>(27,487)</u>	<u>377,459</u>	<u>(83,240)</u>
31 March 2013	<u>510,875</u>	<u>(765,302)</u>	<u>(254,427)</u>	<u>57,146</u>	<u>139,423</u>	<u>(25,382)</u>		
	<b>2014 £</b>	<b>2013 £</b>						
TURNOVER FROM SOCIAL HOUSING LETTINGS								
Rents receivable	107,248	133,522						
Café Y	-	17,696						
Activities	5,770	-						
Room Hire	5,099	5,445						
	<u>118,117</u>	<u>156,663</u>						
CONTRACTS								
Supporting People Contract (SP)	125,382	125,382						
TOTAL TURNOVER – SOCIAL HOUSING	<u>243,499</u>	<u>282,045</u>						

# CHELTENHAM YMCA

## NOTES TO THE ACCOUNTS - continued

### FOR THE YEAR ENDED 31 MARCH 2014

- 2b. The Association provided supported housing accommodation with 28 bed spaces, all internally managed from 1 April 2013 to 31 March 2014.

During the financial year ended 31 March 2014, all 28 beds spaces, were classed as supported accommodation.

- 2c. The maximum potential rents receivable for the year ended 31 March 2014 were £123,074 (2013: £177,647). Of this amount £107,200 (2013: £133,522) has been credited. Rent voids are £13,974 and Bad debts are £1,900 therefore total of voids and losses are £15,874 (2013: £42,739).

### 3. OFFICERS' REMUNERATION

The remuneration paid to officers of the Association excluding pension contributions was:-

	2014 £	2013 £
Emoluments to officer	<u>53,575</u>	<u>53,045</u>
Expenses reimbursed to the aforementioned officer	<u>875</u>	<u>569</u>
Other officers' expenses reimbursed	<u>177</u>	<u>112</u>

No other officer received remuneration or benefits in kind.

For the purpose of this disclosure all officers of the Association are considered to be Directors.

See note 5 for disclosure of pensions paid in respect of the paid officer.

### 4. STAFF COSTS

	2014 £	2013 £
Salaries	385,060	409,963
Social security costs	29,417	30,490
Other pension costs - YMCA Executive Stakeholder Scheme	6,491	6,531
- YMCA Stakeholder Pension Scheme	250	789
- Family Space Stakeholder Pension Scheme	<u>2,686</u>	<u>2,427</u>
	<u>423,904</u>	<u>450,200</u>

The average weekly number of persons employed during the year was 33 (2013: 37) of which 14 (2013: 15) were full time. (Housing: 12, Programme/Café Y: 7, Administration: 5, Family Space: 9).

YMCA Board agreed to increase the employers contribution for the Members of the Executive Pension Scheme and to back date it to May 2007 as compensation for the Final Salary coming to an end.

The Association have an agreement in place for the secondment of staff to Family Space. During the year the Association paid salary costs of £74,824 (2013: 74,220) to the employees involved in this agreement, these costs have been included within salaries. Family Space paid the Association £74,824 (2013: £74,220) as full reimbursement of these costs and this income has been included within the turnover.

### 5. OPERATING (DEFICIT)

Operating (deficit) is stated after charging:-

	2014 £	2013 £
Officers' remuneration	53,575	53,045
Officers' employer pension contribution	4,286	3,910
Depreciation of tangible fixed assets	25,674	21,549
Amortisation of grant received	(5,719)	(4,808)
Audit fee	6,100	5,925
Surplus on disposal of fixed assets	<u>309,505</u>	<u>-</u>

**CHELTENHAM YMCA**

**NOTES TO THE ACCOUNTS - continued**

**FOR THE YEAR ENDED 31 MARCH 2014**

**6a. TANGIBLE FIXED ASSETS**

**Housing Association Accommodation  
Freehold Land and Buildings**

	2014 £	2013 £
<b>COST</b>		
At 1 April 2013	47,289	555,711
Transfer from assets under construction	3,848,027	-
Disposals	<u>-</u>	<u>(508,422)</u>
At 31 March 2014	<u>3,895,316</u>	<u>47,289</u>
<b>DEPRECIATION</b>		
At 1 April 2013	27,595	26,649
Charge for year	<u>946</u>	<u>946</u>
At 31 March 2014	<u>28,541</u>	<u>27,595</u>
<b>NET BOOK VALUE</b>		
At 31 March 2014	<u>3,866,775</u>	<u>19,694</u>
<b>NET BOOK VALUE</b>		
At 31 March 2013	<u>19,694</u>	<u>529,062</u>

**6b. ASSETS UNDER CONSTRUCTION  
Vittoria Walk Housing Redevelopment**

	2014 £	2013 £
<b>Cost</b>		
At 1 April 2013	909,687	240,524
Additions	2,938,340	669,163
Transfer to freehold land and buildings	<u>(3,848,027)</u>	<u>-</u>
At 31 March 2014	<u>-</u>	<u>909,687</u>

**6c. Vittoria Walk Housing Equipment**

	2014 £	2013 £
<b>Additions</b>	16,257	-
<b>Charge for the year</b>	<u>4,064</u>	<u>-</u>
<b>NET BOOK VALUE</b>		
At 31 March 2014	<u>12,193</u>	<u>-</u>

**6d. ASSETS UNDER DEVELOPMENT  
St Michaels Square, Gloucester**

	2014 £	2013 £
<b>Additions</b>	<u>278,897</u>	<u>-</u>

CHELTENHAM YMCA

NOTES TO THE ACCOUNTS – continued

FOR THE YEAR ENDED 31 MARCH 2014

7. TANGIBLE FIXED ASSETS Non Housing Association Activities	Freehold Land and Buildings £	Freehold Building Development £	Administration Equipment £	Programme Fixtures & Equipment £	Motor Vehicle £	Conference Fixtures & Fittings £	Café Y Fixtures & Fittings £	Total £
COST								
At 1 April 2013	254,037	312,967	29,697	93,866	14,367	19,118	4,575	728,627
Additions in year	-	-	4,076	12,943	-	-	-	17,019
Disposals in year	(184,102)	-	-	(4,230)	-	-	-	(188,332)
At 31 March 2014	<u>69,935</u>	<u>312,967</u>	<u>33,773</u>	<u>102,579</u>	<u>14,367</u>	<u>19,118</u>	<u>4,575</u>	<u>557,314</u>
DEPRECIATION								
At 1 April 2013	132,931	103,853	29,697	81,835	11,235	16,729	4,575	380,855
Charge for year	1,399	6,259	1,019	8,524	1,074	2,389	-	20,664
Disposals in year	(95,733)	-	-	(2,996)	-	-	-	(98,729)
At 31 March 2014	<u>38,597</u>	<u>110,112</u>	<u>30,716</u>	<u>87,363</u>	<u>12,309</u>	<u>19,118</u>	<u>4,575</u>	<u>302,790</u>
NET BOOK VALUE								
At 31 March 2014	<u>31,338</u>	<u>202,855</u>	<u>3,057</u>	<u>15,216</u>	<u>2,058</u>	<u>-</u>	<u>-</u>	<u>254,524</u>
NET BOOK VALUE								
At 31 March 2013	<u>121,106</u>	<u>209,114</u>	<u>-</u>	<u>12,031</u>	<u>3,132</u>	<u>2,389</u>	<u>-</u>	<u>347,772</u>

# CHELTENHAM YMCA

## NOTES TO THE ACCOUNTS - continued

### FOR THE YEAR ENDED 31 MARCH 2014

<b>8. STOCKS</b>	<b>2014</b>	<b>2013</b>
	£	£
Café Y	137	152
Vending machines	48	140
Cleaning	<u>395</u>	<u>-</u>
	<u>580</u>	<u>292</u>
<b>9. DEBTORS</b>	<b>2014</b>	<b>2013</b>
	£	£
Trade debtors	9,502	7,630
Residents' rents in arrears	4,769	4,039
Charity shop income	-	5,095
Prepaid Property development expenses	3,115	3,115
Prepayments	14,558	13,549
Other debtors – Other	5,000	30,355
HCA	827,205	-
Sale of Wolseley Terrace	397,357	-
VAT receivable	<u>-</u>	<u>12,875</u>
	<u>1,261,506</u>	<u>76,658</u>
<b>10. CASH AND BANK</b>	<b>2014</b>	<b>2013</b>
	£	£
Bank investment accounts	52,772	2,157,784
Bank deposit account	55,879	122,198
Cash in hand	<u>300</u>	<u>280</u>
	<u>108,951</u>	<u>2,280,262</u>
<b>11. CREDITORS: Amounts falling due within one year</b>	<b>2014</b>	<b>2013</b>
	£	£
Residents' rents in advance	223	781
Trade creditors	38,793	21,272
PAYE/NIC payable	7,830	8,075
VAT payable	146,989	-
Grants in Advance	318,916	9,645
Amortised grant	300,262	2,492,596
Sundry creditors and accruals	<u>296,405</u>	<u>119,079</u>
	<u>1,109,418</u>	<u>2,651,448</u>

No security has been given by the Association in respect of the above creditors, apart from The Council of the City of Gloucester who has a first legal charge over the freehold property of 37 St Michael's Square and 23 Brunswick Road, Gloucester of £300k. All creditors are paid within two months of the liability being notified.

The creditors due within one year includes the HCA Grant of £295,000 that will be transferred to fixed assets when the Gloucester project has been fully refurbished. Once this building has been completed (January 2015) this will then be amortised in line with the policy for amortisation of the cost of the refurbished building.

**CHELTENHAM YMCA**  
**NOTES TO THE ACCOUNTS - continued**  
**FOR THE YEAR ENDED 31 MARCH 2014**

---

**12. RESERVES**

**12a. DESIGNATED RESERVES**

	<b>Pension Fund £</b>
Balance at 1 April 2013	<b>361,407</b>
Transferred in year	<b><u>(27,487)</u></b>
Balance at 31 March 2014	<b><u>333,920</u></b>

**i. Pension Fund**

This fund is a designated reserve determined at the discretion of the Directors and is earmarked to finance the Association's estimated portion of the YMCA Pension Plan deficit of £32.3m based on the actuarial valuation prepared on 1 May 2011 (note 13). During 2013 and 2014, £25,382 and £27,487 respectively, was paid in respect of this fund and was transferred to general reserves.

ii. Reserves held at 31 March 2014 and 31 March 2013, both general and designated, are unrestricted.

**12b. RESTRICTED RESERVES**

	<b>2014 £</b>	<b>2013 £</b>
Balance as at 1 April 2013	<b>62,806</b>	-
Restricted Donations	<b>350,281</b>	85,839
Restricted Expenses	<b><u>(18,965)</u></b>	<b><u>(23,033)</u></b>
Balance as at 31 March 2014	<b><u>394,122</u></b>	<b><u>62,806</u></b>

This restricted reserve is made up of donations given to Cheltenham YMCA to fund the Vittoria Walk re-development project through our fundraising campaign.

## CHELTENHAM YMCA

### NOTES TO THE ACCOUNTS - continued

#### FOR THE YEAR ENDED 31 MARCH 2014

---

#### 13. PENSION SCHEMES

Cheltenham YMCA participated in a multi-employer defined benefit pension plan for employees of YMCAs in England, Scotland and Wales, which was closed to new members and accruals on 30 April 2007. The plan's actuary has advised that it is not possible to separately identify the assets and liabilities relating to Cheltenham YMCA for the purposes of FRS 17 disclosure.

Cheltenham YMCA participated in a contributory pension plan providing defined benefits based on final pensionable pay for employees of YMCAs in England, Scotland and Wales. The assets of the YMCA Pension Plan are held separately from those of Cheltenham YMCA and at the year end these were invested in Mercer Dynamic De-risking Solution, 35% matching portfolio and 65% in the growth portfolio and Schroder (property units only).

The most recent completed three year valuation was at 1 May 2011. The assumptions used which have the most significant effect on the results of the valuation are those relating to the assumed rates of return on assets held before and after retirement of 6.2% and 4.95% respectively, the increase in pensions in payment of 3.4%, and the average life expectancy from normal retirement age (of 65) for a current male pensioner of 22.5 years, female 24.9 years, and 24.4 years, for a male pensioner, female 26.8 years, retiring in 20 years time. The result of the valuation showed that the actuarial value of the assets was £71m. This represented 69% of the benefits that had accrued to members.

The plan's actuary has advised that it is not possible to separately identify the assets and liabilities to Cheltenham YMCA for the purposes of FRS17 disclosure and accordingly the FRS17 deficit is not shown on the Balance Sheet.

The Pension Plan was closed to new members and future service accrual with effect from 30 April 2007. With the removal of the salary linkage for benefits all employed deferred members became deferred members as from 1 May 2011.

The valuation prepared as at 1 May 2011 showed that the YMCA Pension Plan had a deficit of £32.3m. Cheltenham YMCA has been advised that it will need to make monthly contributions of £2,275 from 1 May 2014. This amount is based on the current actuarial assumptions (as outlined above) and may vary in the future as a result of actual performance of the Pension Plan. The current recovery period is 11 years commencing 1 May 2012.

In addition, Cheltenham YMCA may have over time liabilities in the event of the non-payment by other participating YMCAs of their share of the YMCA Pension Plan's deficit. It is not possible currently to quantify the potential amount that Cheltenham YMCA may be called upon to pay in the future.

- a)
  - i) The Chief Executive was an ordinary member of this pension scheme until the plan closure.
  - ii) No enhanced or special terms apply to the Chief Executive's pension arrangements.
  - iii) Since 1 May 2007 the Chief Executive has an executive stakeholder pension arrangement to which the Association has contributed in the year to 31 March 2014 £4,286 (2013: £3,910). Two employees (including the Chief Executive) are members of this scheme to which the Association has contributed £6,491 in the year to 31 March 2014 (2013: £6,531).
- b) In addition to the YMCA Pension scheme, the Association operates a stakeholder pension scheme for 3 employees (2013: 4) towards which the Association has contributed £2,936 (2013: £3,216).



# CHELTENHAM YMCA

## NOTES TO THE ACCOUNTS - continued

### FOR THE YEAR ENDED 31 MARCH 2014

---

#### 14. CAPITAL COMMITMENTS

Following on from the Vittoria Walk Development which was started in 2012, it reached practical completion on 21 March 2014 leaving a balance of £304,869 and a retention figure of £104,571 to complete the project.

#### 15. OPERATING LEASE COMMITMENTS

At 31 March 2014 the Association had annual commitments under non-cancellable operating leases for plant and machinery as follows:

Expiry Date:	2014	Other	2013
	£		£
Due within 1 year	-		1,485
Due within 2-5 years	<u>5,985</u>		<u>-</u>
	<u>5,985</u>		<u>1,485</u>

#### 16. GENERAL RESERVES

	2014	2013
	£	£
Net movement in funds	46,144	(146,046)
Transfer from designated reserves	27,487	75,382
General reserves brought forward	<u>563,506</u>	<u>634,170</u>
General reserves carried forward	<u>637,137</u>	<u>563,506</u>

#### 17. RELATED PARTY TRANSACTIONS

##### a) FAMILY SPACE

The agreement and relating transactions with Family Space are included in Note 4.

	2014	2013
	£	£
Administration Charge of 15% of Total Gross Salary	11,224	11,133
Salary Costs	<u>74,824</u>	<u>74,220</u>

##### b) FUNDRAISING

Anthony Oliver is related to the Trustee, Ben Reed  
Fund Raising Expenses

<u>14,500</u>	<u>22,410</u>
---------------	---------------

There was a balance of £600 outstanding at the year end in relation to these transactions.

**CHELTENHAM YMCA**

**SUMMARY INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 31 MARCH 2014**

---

	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
ACCOMMODATION		
Income	<b>118,117</b>	156,663
Less: Expenditure	<b><u>(339,829)</u></b>	<b><u>(346,619)</u></b>
HOSTEL DEFICIT FOR THE YEAR	<b><u>(221,712)</u></b>	<b><u>(189,956)</u></b>
CONTRACTS		
Supporting People Contract (SP)	<b><u>125,382</u></b>	<b><u>125,382</u></b>
DEFICIT AFTER CONTRACTS ON HOSTEL ACTIVITIES (Page 25)	<b><u>(96,330)</u></b>	<b><u>(64,574)</u></b>
NON HOSTEL SURPLUS/(DEFICIT) FOR THE YEAR (Page 26)	<b><u>473,789</u></b>	<b><u>(18,666)</u></b>
SURPLUS/(DEFICIT) FOR THE YEAR	<b><u>377,459</u></b>	<b><u>(83,240)</u></b>

**CHELTENHAM YMCA****HOSTEL REVENUE ACCOUNT****FOR THE YEAR ENDED 31 MARCH 2014**

---

<b>HOSTEL LETTINGS</b>	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
<b>INCOME</b>		
Accommodation charges	<b>107,200</b>	133,522
Café Y	-	17,696
Room hire	<b>5,099</b>	5,445
Activities	<b>5,770</b>	-
Learning power	<b>48</b>	-
Supporting people contract	<b><u>125,382</u></b>	<u>125,382</u>
<b>TOTAL INCOME</b>	<b><u>243,499</u></b>	<u>282,045</u>
<b>EXPENDITURE</b>		
Administration direct (Page 27)	<b>116,340</b>	98,859
Administration apportioned (Page 28)	<b><u>90,019</u></b>	<u>78,288</u>
	<b><u>206,359</u></b>	<u>177,147</u>
Services direct (Page 27)	<b>80,127</b>	80,023
Services apportioned (Page 28)	<b><u>41,674</u></b>	<u>61,532</u>
	<b><u>121,801</u></b>	<u>141,555</u>
Café Y direct (Page 27)	-	14,601
Café Y apportioned (Page 28)	<u>-</u>	<u>1,002</u>
	<u>-</u>	<u>15,603</u>
Maintenance apportioned (Page 28)	<b><u>11,669</u></b>	<u>12,314</u>
<b>TOTAL EXPENSES</b>	<b><u>339,829</u></b>	<u>346,619</u>
<b>HOSTEL DEFICIT FOR THE YEAR</b>	<b><u>(96,330)</u></b>	<u>(64,574)</u>

**CHELTENHAM YMCA****NON HOSTEL REVENUE ACCOUNT****FOR THE YEAR ENDED 31 MARCH 2014**

---

	2014 £	2013 £
PROGRAMME INCOME		
Sports/Activities	39,335	77,475
Membership	7,028	11,218
Lettings	21,335	8,625
Shop/Vending	230	313
Grants and donations	6,286	17,926
Gift aid	981	1,341
Room hire	2,025	5,445
Café Y income	<u>9,806</u>	<u>-</u>
	<u>87,026</u>	<u>122,343</u>
 Expenditure direct (Page 27)	 158,423	 183,610
Expenditure apportioned (Page 28)	<u>78,049</u>	<u>110,374</u>
	<u>236,472</u>	<u>293,984</u>
 Café Y expenditure direct (Page 27)	 9,408	 -
Café Y expenditure apportioned (Page 28)	<u>2,068</u>	<u>-</u>
	<u>11,476</u>	<u>-</u>
 PROGRAMME DEFICIT	 <u>(160,922)</u>	 <u>(171,641)</u>
 PLUS OTHER INCOME/EXPENDITURE		
Investment income – net of fees	23,702	57,146
Net rent - Wolseley Terrace/Basement Vittoria Walk	(5,463)	5,913
Donations – general received	2,762	28,080
Donations – general expenses	-	(1,092)
Donations – restricted received	350,281	85,839
Donations – restricted expenses	(18,965)	(23,033)
Charity Shop Income	376	25,504
Surplus on disposal of fixed assets	309,505	-
Other expense – pension fund contribution	<u>(27,487)</u>	<u>(25,382)</u>
	<u>634,711</u>	<u>152,975</u>
 NON HOSTEL SURPLUS/(DEFICIT) FOR THE YEAR	 <u>473,789</u>	 <u>(18,666)</u>

**CHELTENHAM YMCA**

**DIRECT COSTS**

**FOR THE YEAR ENDED 31 MARCH 2014**

	Property £	Hostel Service £	Hostel Admin £	Café Y £	Programme £	2014 Total £	2013 Total £
Salaries	-	80,127	97,933	6,309	97,002	281,371	282,147
Sundries	-	-	648	-	531	1,179	1,642
Repairs and renewals	-	-	214	5	2,183	2,402	8,512
Electricity/gas	1,290	-	-	-	12,732	14,022	435
Legal and professional	1,220	-	9,420	-	-	10,640	1,602
Training/recruitment	-	-	4,778	-	306	5,084	2,393
Stationery/post/print/marketing	-	-	-	-	2,793	2,793	508
Telephone	-	-	-	-	1,259	1,259	273
Rates	-	-	-	-	6,058	6,058	8,110
Health & Safety	-	-	-	-	618	618	-
Cleaning	-	-	-	-	1,260	1,260	654
Insurance	594	-	-	-	688	1,282	403
Hospitality	-	-	-	-	-	-	1,250
Set up costs re: Arle/PEW	-	-	-	-	12,779	12,779	2,169
Food	-	-	-	2,639	-	2,639	4,599
Activities costs	-	-	-	-	4,661	4,661	15,842
Vending machines	-	-	-	455	1,233	1,688	4,887
Lloyds TSB Grant Exps	-	-	48	-	566	614	-
Transport	-	-	-	-	1,190	1,190	-
Depreciation - buildings	-	-	1,399	-	-	1,399	5,081
- equipment	-	-	-	-	8,524	8,524	4,853
Loss on disposal	-	-	-	-	-	-	31,886
Bad Debts	-	-	1,900	-	-	1,900	-
VAT irrecoverable	1,350	-	-	-	4,040	5,390	9,118
<b>TOTAL 2014</b>	<b><u>4,454</u></b>	<b><u>80,127</u></b>	<b><u>116,340</u></b>	<b><u>9,408</u></b>	<b><u>158,423</u></b>	<b><u>368,752</u></b>	<b><u>386,364</u></b>
<b>TOTAL 2013</b>	<b><u>9,271</u></b>	<b><u>80,023</u></b>	<b><u>98,859</u></b>	<b><u>14,601</u></b>	<b><u>183,610</u></b>		

**CHELTENHAM YMCA**

**APPORTIONED COSTS FOR THE YEAR ENDED 31 MARCH 2014**

	Property	Hostel Service	Hostel Admin	Hostel Maint	Café Y	Programme	2014 Total	2013 Total
	£	£	£	£	£	£	£	£
Salaries: Management, finance & admin	4,762	10,074	37,778	2,519	2,068	38,099	95,300	97,117
Maintenance	646	-	-	7,102	-	5,165	12,913	13,166
Reception	-	-	-	-	-	-	-	24,248
Vittoria: Rates	-	5,212	-	-	-	837	6,049	13,769
Maintenance	146	-	-	2,048	-	731	2,925	4,733
Electricity	-	8,514	-	-	-	946	9,460	21,407
Gas	-	12,524	-	-	-	1,392	13,916	14,364
Telephone	-	-	1,356	-	-	1,361	2,717	3,888
Health and safety	-	-	739	-	-	740	1,479	1,729
Insurance	-	-	4,914	-	-	4,914	9,828	11,089
National council fee	-	-	1,326	-	-	1,326	2,652	2,795
Adverts and hospitality	-	-	3,775	-	-	4,221	7,996	7,024
Laundry	-	-	90	-	-	18	108	(413)
Stationery and computer costs	-	-	4,946	-	-	1,582	6,528	3,916
Printing	-	-	102	-	-	153	255	1,386
Photocopying	-	-	991	-	-	1,273	2,264	2,497
Staff recruitment and training	-	-	2,335	-	-	628	2,963	1,734
Cleaning	-	5,350	-	-	-	1,338	6,688	6,926
Postage	-	-	437	-	-	437	874	1,616
Audit/professional	531	-	7,964	-	-	2,124	10,619	10,891
Bank charges and interest	-	-	2,187	-	-	547	2,734	2,968
VAT irrecoverable	-	-	5,855	-	-	5,854	11,709	6,227
Sundries/subscriptions/publications	-	-	1,373	-	-	565	1,938	2,629
Motor vehicle expenses	-	-	931	-	-	931	1,862	1,910
Depreciation - buildings	-	-	7,016	-	-	189	7,205	8,151
- equipment	-	-	5,349	-	-	2,123	7,472	2,390
- motor vehicle	-	-	537	-	-	537	1,074	1,074
Room hire expenses	-	-	18	-	-	18	36	228
<b>TOTAL 2014</b>	<b><u>6,085</u></b>	<b><u>41,674</u></b>	<b><u>90,019</u></b>	<b><u>11,669</u></b>	<b><u>2,068</u></b>	<b><u>78,049</u></b>	<b><u>229,564</u></b>	<b><u>269,459</u></b>
<b>TOTAL 2013</b>	<b><u>5,949</u></b>	<b><u>61,532</u></b>	<b><u>78,288</u></b>	<b><u>12,314</u></b>	<b><u>1,002</u></b>	<b><u>110,374</u></b>		