Annual Report and Accounts For the Year Ending 31 December 2015

Charity Number 1092639



JANE ASCROFT ACCOUNTANCY LIMITED

Chartered Accountants
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

Annual Report and Accounts

Year Ended 31 December 2015

Contents	Page
Trustees Annual Report	1
Independent Examiner's Report to the Members	6
Statement of Financial Activities (Incorporating the income and expenditure account)	. 7
Balance Sheet	8
Notes to the Annual Report and Accounts	10

Trustees Annual Report

Year Ended 31 December 2015

The trustees, who are also directors for the purposes of company law, present their report and the unaudited Annual Report and Accounts of the charity for the year ended 31 December 2015.

Objects of the Charity

The objects of DDYCA (2002) are as follows:

- (i) To promote the benefits of the inhabitants, both younger and older, in the Borough of Darlington and such adjoining areas as may conveniently be administered with it ("the area of benefit") without distinction of sex, sexual orientation, race or of political, religious or other opinions. This shall be done by associating together the said inhabitants and the local authorities, voluntary and other local organisations in an effort to advance education and to provide facilities in the interests of of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants.
- (ii) To promote such other charitable purposes as may from time to time be determined.

The charity's mission statement is "To work with people to promote social inclusion and strengthen communities."

Activities and Achievements

2015 was a challenging year for the charity; this reflected the continued pressures on the voluntary sector. Trustees were able to meet their obligations and responsibilities during the year.

The key achievements were as follows:

- Continued cost and cash flow control resulting in an improved end of year position
- Continued support of community transport commitments and standards relating to health and safety and employer responsibilities
- The continued marketing of the High Force Centre and maintenance as required, in line with the decision to dispose of this asset. (NB sale was agreed in the year and completed in 2016)
- Within available resources Trustees were able to plan for the future.

The following is of note in relation to each of the above areas:

- The charity's financial position improved during the year to achieve positive cash flow and outturn
- Community transport was able to maintain its contractual commitments, despite the aging fleet. The Charity continued to provide MIDAS training and accessible bus hire to local community organisations, a significant achievement given the constraints of the fleet.
- During the year the charity made application to a government scheme and was successful in being awarded 2 new buses to support community and voluntary sector needs for access to affordable transport. (NB Delivery projected for 2016)

Trustees Annual Report (continued)

Year Ended 31 December 2015

- Community Transport remained dependent on contracts with Darlington Borough Council. During the year the Council decided to terminate the contract for transport to Age UK day care services, this was a significant set-back. However, the vehicle and driver committed to this route were re-deployed on an additional school route awarded to us by DBC. All the school routes were subject to a competitive tender renewal process which commenced in late 2015. DBC awarded contracts early in 2016 for commencement in Spring 2016. DDYCA successfully bid for enough routes to deploy the existing resources.
- The marketing and maintenance of the HFC continued to be a drain on resources, with the year seeing a number of enquiries resulting in an offer being accepted.
- Trustees were able to explore and plan for the future of the charity (see below)

During the year the Trustees undertook consideration of the following:-

- The need for and options for re branding and positioning the charities activities around a new model of "community transport"
- The need and options for further investment, preservation of the asset base and models for return on investment
- Consideration of how to expand the number of Trustees to reflect the above and increase engagement with the public and community/voluntary sector networks

It is planned, once the sale of the HFC is completed in 2016 and delivery of the new buses, to progress the following:

- Any revisions as necessary of charitable purpose
- Business plan for developments
- Investment (charities assets) and replacement vehicle programme
- Recruitment of new trustees
- Review of employer responsibilities and management of the charity.

Summarv

2015 demonstrated the continued commitment of staff and Trustees for seeing the charity through a key period of transition. The charity remains vulnerable in its dependence on one source of contracts, but the planned vehicle replacement scheme, the opportunities presented by the award of 2 new buses and the continued expansion of related activities offer opportunities and encouragement to all.

Trustees have responsibly fulfilled their duties but recognise that there is a need to recruit to and increase the number of trustees to provide a more resilient arrangement.

Trustees have acted and are developing plans that will seek to increase the sustainability of the charity in the longer term, whilst preserving realised assets and carefully considering investments.

Trustees Annual Report (continued)

Year Ended 31 December 2015

Reference and Administrative Details

Registered Charity Name

Darlington & District Youth & Community Association

(2002)

Charity Registration Number

1092639

Company Registration Number

4398259

Registered Office

C/o Evolution Church Row Darlington DL1 5QD

The Trustees

The trustees who served the charity during the period were as follows:

Rita O'Neill Richard Burrows Peter Locke Stephen Harrison

Peter Locke retired as a trustee on 30 July 2015.

Secretary

Richard Burrows

Bankers

Unity Trust Bank Plc Nine Brindleyplace

Birmingham

B1 2HB

Solicitors

Latimer Hinks 5-8 Priestgate Darlington DL1 1NL

Trustees Annual Report (continued)

Year Ended 31 December 2015

Structure, Governance and Management

Legal Status

Darlington and District Youth and Community Association (2002) (Hereafter called DDYCA) is a charitable company limited by guarantee.

Governing Document

DDYCA (2002) is governed by its Memorandum and Articles adopted on the 19th March 2002.

Recruitment and Appointment of Trustees.

New trustees are normally recommended by serving or retiring trustees who are familiar with the aims, objectives and workings of the charity. They are introduced to the charity's Memorandum and Articles together with recent annual reports and are invited to board meetings prior to being asked to sign a declaration which states they are committed to achieving the charity's objects and understand the responsibilities and liabilities of becoming one of our trustees.

Appointments are confirmed at the first AGM after acceptance by the board.

Induction and training of trustees

New trustees are provided with the following information as a part of their induction:

- A history of the charity
- Details of its objectives and whom it benefits
- Details of its structure and where it operates from

Trustees are made aware of their responsibilities under the Charities Act and provided with guidance issued by the Charities Commission. Management accounts and other financial information are made available so trustees have a complete understanding of the finances. Trustees are also encouraged to undertake ongoing training as required.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations of the charity and are satisfied that systems are in place and that a programme of ongoing review and improvement in respect of Health and Safety, Equalities and Employment legislation and Information management and security, are either in hand or being actively considered to mitigate its exposure to major risks.

Related Parties

Darlington YC Trading Limited is a wholly owned subsidiary of DDYCA (2002).

Organisational Structure

The Trustees are responsible for governance and strategic matters with the Chief Executive being responsible for day-to-day operational matters.

Public Benefit

Our main activities and who we help are described elsewhere in this report. All our charitable activities are undertaken to further our charitable purposes for the public benefit. The Trustees have had regard to the Charity Commission's guidance on public benefit throughout the year when deciding on the activities of the charity.

Trustees Annual Report (continued)

Year Ended 31 December 2015

Financial Review

Investment Powers

Trustees may invest funds as they see fit, subject to any laws in place at the time.

Reserves Policy

The trustees attempt to maintain "free" reserves of between three and six months expenditure on general (unrestricted) projects with an additional allowance for restricted projects where there is a possibility that grant income may not be paid in advance of expenditure being incurred. At 31st December 2015 this requirement is calculated to be between £32,000 (3 months expenditure) and £64,000 (6 months expenditure). Actual reserves at 31st December 2015 were £9,668, a significant improvement on the previous year.

Small Company Provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

Registered office: C/o Evolution Church Row Darlington DL1 5QD Signed by order of the trustees

Richard Burrows Charity Secretary

Date: 7/9/16.

Independent Examiner's Report to the Members of Darlington & District Youth & Community Association (2002)

Year Ended 31 December 2015

I report on the accounts of the charity for the year ended 31 December 2015 which are set out on pages 8 to 19.

Respective Responsibilities of Trustees and Examiner

The trustees (who are also the directors of Darlington & District Youth & Community Association (2002) for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act:
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- · to state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

JAsorafe

Jane Ascroft
Independent Examiner and Chartered Accountant
Enterprise House
Harmire Enterprise Park
Barnard Castle
County Durham
DL12 8XT

Date: 7/9/16

Statement of Financial Activities (Incorporating the Income and Expenditure Account)

Year Ended 31 December 2015

	Total Funds		Total Funds
		2015	2014
	Note	£	£
Income from:			
Donations and legacies	2	_	7,373
Investments	3	14	6
Charitable activities	4	138,583	134,683
Total Income		138,597	142,062
Expenditure on:			
Charitable activities	5/6	(129,209)	(120,903)
Total Expenditure		(129,209)	(120,903)
Net Income for the Year	7	9,388	21,159
Other Recognised Gains and Losses			•
Losses on revaluation of investment assets		(21,000)	(198,803)
Net Movement in Funds	.1	(11,612)	(177,644)
Reconciliation of Funds	•		
Total funds brought forward		221,083	398,727
Total Funds Carried Forward		209,471	221,083

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

Balance Sheet

31 December 2015

2015			2014
Note	£	£	£
9		291,567	314,339
10			2
		291,569	314,341
11	•		27,897
			18,083
	45,637		45,980
12	(35,080)		(46,583)
		10,557	(603)
`		302,126	313,738
13	•	(92,655)	(92,655)
		209,471	221,083
	,	,	
44		000 474	004.000
14		209,471	221,083
		209,471	221,083
	9 10	Note £ 9 10 11	9 10 2 2 291,569 11 14,672 30,965 45,637 12 (35,080) 10,557 302,126 13 (92,655) 209,471

For the year ended 31 December 2015 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The Balance sheet continues on the following page.

The notes on pages 10 to 17 form part of these Annual Report and Accounts.

* Balance Sheet (continued)

31 December 2015

Rita O'Neill

Company Registration Number: 4398259

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

1. Accounting Policies

Basis of Accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

Cash Flow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the Annual Report and Accounts on the grounds that the charity is small.

Incoming Recognition Policies

Income is recognised and included in the accounts when all of the following criteria are met:

- The charity is entitled to the funds;
- Any performance conditions attached to the income have been met or are fully within the control of the charity;
- There is sufficient certainty that receipt of the income is considered probable; and
- The amount can be measured reliably.

Investment income is included in the accounts when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Fund Accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

1. Accounting Policies (continued)

Fixed Assets

Expenditure of a capital nature over £1,000 is capitalised at cost as fixed assets.

The freehold property is stated at market value on the basis of a valuation made in 2008.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property

- Not depreciated

Fixtures & Fittings
Motor Vehicles

25% per annum straight line20% per annum straight line

Freehold property is not depreciated on the grounds that any depreciation would be immaterial because the estimated residual amount is not materially different from the value in the accounts.

2. Donations and Legacies

Total Funds	5	Total Funds
2015	5	2014
£:		£
Donations from DDYCT -		7,373
where the state of	-	

3. Income from investments

	Unrestricted	Total Funds	Total Funds
	Funds	2015	2014
	£	£	£
Bank interest receivable	14	14	6

4. Income from Charitable Activities

	Unrestricted	Total Funds	Total Funds
	Funds	2015	2014
	£	£	£
High Force Centre income	_	****	787
Transport income	138,583	138,583	133,896
	138,583	138,583	134,683

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

5. Costs of Charitable Activities by Fund Type

			Unrestricted Funds	Total Funds 2015	Total Funds 2014
	•		£	£	£
	High Force Centre	. ,	4,785	4,785	4,458
	Transport		103,813	103,813	86,969
	Support costs		20,611	20,611	29,476
			129,209	129,209	120,903
6.	Costs of Charitable Activities by	Activity Type			
		Activities			
		undertaken	• •	Total Funds	Total Funds
	• •	directly	costs	2015	2014
	High Force Centre	£ 4,785	£	£ 4,785	£
	High Force Centre Transport	103,813	20,611	124,424	4,458 116,445
		108,598	20,611	129,209	120,903
				2045	2044
				2015 £	2014 £
	Transport costs			2.	2
	Direct costs				
	Wages			54,716	48,983
	Rent and rates			12,852	11,093
	Bus running costs			33,578	24,091
	Depreciation and other costs			2,667	2,802
				103,813	86,969
•	Support costs				
	Wages ·			7,794	7,514
	Interest payable			2,880	2,880
	Other costs			9,937	19,082
				20,611	29,476
	Total Transport costs			124,424	116,445
	·				
7.	Net Income for the Year				
	This is stated after charging:				
				2015	2014
	Dannasiation			£	£
	Depreciation			1,772	1,772
	Independent Examiner's fees			500	500

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

8. Staff Costs and Emoluments

Total staff costs were as follows:

:•	2015	2014
	£	£
Wages and salaries	61,209	56,685
Social security costs	1,301	1,260
Redundancy costs	_	1,039
÷ .	62,510	58,984

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

		2015	. 2014
		No	No
Number of administrative staff		1	1
Number of management staff		1	1
Number of drivers	•	6	- 5
		8	7

No employee received remuneration of more than £60,000 during the year (2014 - Nil).

Trustees have been reimbursed no expenses during the year (2014 - nil).

9. Tangible Fixed Assets

	Freehold	Fixtures &	Motor	
	property	Fittings	Vehicles	Total
	£	£	£	£
Cost or Valuation		-		•
At 1 January 2015	373,714	38,511	143,129	555,354
Disposals	·	· · · -	(26,500)	(26,500)
Revaluation	(21,000)	_		(21,000)
At 31 December 2015	352,714	38,511	116,629	507,854
Depreciation -				
At 1 January 2015	62,714	38,511	139,790	241,015
Charge for the year		_	1,772	1,772
On disposals	_	_	(26,500)	(26,500)
At 31 December 2015	62,714	38,511	115,062	216,287
Net Book Value				
At 31 December 2015	290,000	_	1,567	291,567
At 31 December 2014	311,000		3,339	314,339
	NAME OF THE OWNER, OWNE			

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

9. Tangible Fixed Assets (continued)

In respect of assets stated at valuations, the comparable historical cost and depreciation values are as follows:

values are as follows.	2015 £	2014 £
NBV of revalued tangible fixed assets: Net book value at end of year	290,000	311,000
Historical cost	454,389	454,389
Depreciation: At 1 January 2015 Charge for year	114,531 9,088	105,443 9,088
At 31 December 2015	123,619	114,531
Net historical cost value: At 31 December 2015	330,770	339,858
At 1 January 2015	339,858	348,946

The freehold property, being the High Force Centre, has been put on the market and since the year end has been sold for £290,000 hence the property has been revalued downwards to reflect this market value.

10. Investments

Movement in market value:

, 1	2015	2014
·	£	£
Market value at 1 January 2015	2	2
Market value at 31 December 2015	2	. 2

Analysis of investments at 31 December 2015 between funds

Other investments	Unrestricted Funds	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
UK Group undertakings	2		2	_2

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

10. Investments (continued)

The charity's investment in the share capital of unlisted UK companies comprises the following:

Name of subsidiary:

Darlington YC Trading Limited

Nature of business:

Dormant

Class of shares:

Ordinary

Holding held by DDYCA:

100%

The results of Darlington YC Trading Limited for the years ending 31st December 2015 and 2014 are as follows:

2045

2014

		2015	2014
		£	£
	Capital and reserves	2	2
11.	Debtors		
		2015	2014
		£	£
	Trade debtors	9,311	11,345
	VAT debtor	2,504	_
	Prepayments and accrued income	2,857	16,552
		14,672	27,897
12.	Creditors: Amounts falling due within one year		
		2015	2014
		£	£
	Trade creditors	2,363	15,320
	Amounts owed to group undertakings	2	102
	PAYE and social security	307	528
	VAT	_	1,272
	Loan from Darlington Borough Council	3,861	3,861
	Accruals	28,547	25,500
		35,080	46,583

The following liabilities disclosed under creditors falling due within one year are secured by the charity:

	2015	2014
	£	£
Loan from Darlington Borough Council	3,861	3,861

The loan from Darlington Borough Council is secured against the High Force Centre.

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

13. Creditors: Amounts falling due after more than one year

	2015	2014
	£	£
Loan from Darlington Borough Council	92,655	92,655

The following liabilities disclosed under creditors falling due after more than one year are secured by the charity:

<u>, </u>	2015	2014
	£	£.
Loan from Darlington Borough Council	92,655	° 92,655

The loan from Darlington Borough Council is secured against the High Force Centre.

Included within creditors falling due after more than one year is an amount of£77,212 (2014 - £77,212) in respect of liabilities which fall due for payment after more than five years from the balance sheet date.

14. Unrestricted Funds

	Balance at 1 January 2015 £	Income £	Expenditure £	Gains and losses £	Balance at 31 December 2015 £
Redundancy					_
fund	889	. —	_	_	889
Capital Fund Long Term	314,341		(1,772)	(21,000)	291,569
Liabilities	(92,655)		_	_	(92,655)
General Funds	(1,492)	138,597	(127,437)	_	9,668
	221,083	138,597	(129,209)	(21,000)	209,471

15. Analysis of Net Assets Between Funds

Net current assets
£
889
9,668
10,557
10,557
S 2 - 2 - 2 - 2 - 2 - 2 - 3

Notes to the Annual Report and Accounts

Year Ended 31 December 2015

15. Analysis of Net Assets Between Funds (continued)

	Long term liabilities £	Total £
Unrestricted Funds:	·	
Designated Funds	(92,655)	199,803
General Funds		9,668
	(92,655)	209,471
Total Funds	(92,655)	209,471

16. Company Limited by Guarantee

The company is limited by guarantee. At 31st December 2015 there were 3 members each of whom had undertaken to contribute an amount not exceeding £10 in the event of a winding up.