

**BUCKINGHAM YOUTH CLUBS LIMITED**

**(Limited by Guarantee)**

**DIRECTORS' REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 AUGUST 2015**

WEDNESDAY



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**BUCKINGHAM YOUTH CLUBS LIMITED**  
**(Limited by Guarantee)**

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**BUCKINGHAM YOUTH CLUBS LIMITED**  
**(Limited by Guarantee)**

**LEGAL AND ADMINISTRATIVE INFORMATION**

|                        |  |
|------------------------|--|
| DIRECTORS/TRUSTEES:    | J C Barnett<br>M J Parfitt<br>P J Fealey   |
| REGISTERED OFFICE:     | Chandos House<br>School Lane<br>Buckingham<br>Buckinghamshire<br>MK18 1HD                                |
| CHARITY NO:            | 1148623  |
| COMPANY NO:            | 07723088   |
| INDEPENDENT EXAMINERS: | Tearle & Carver Limited<br>Registered Auditors<br>Chandos House<br>School Lane<br>Buckingham<br>MK18 1HD |
| BANKERS:               | National Westminster Bank Plc<br>2 Market Hill<br>Buckingham<br>MK18 1JS                                 |

**BUCKINGHAM YOUTH CLUBS LIMITED**  
(a company limited by guarantee)

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 AUGUST 2015**

The Trustees present their report along with the financial statements of the charity for the year ended 31 August 2015.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The organisation is a charitable company limited by guarantee, incorporated on 29 July 2011 and registered as a charity on 17 August 2012. (Charity number 1148623; company number 7723088)

The charity was created by its Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Under these Articles the Trustees are responsible for the management of the Charity and are assisted by a management committee which, along with the three Trustees, includes up to three elected members (at the AGM), Local Authority nominees and our Youth Club Leader.

The full list of Trustees and other management committee members who served during the year is shown below. All Trustees stand as guarantors of the charitable company in the sum of £1 each.

**RISK MANAGEMENT**

The Trustees, supported by the management committee, have in the past year, examined the activities and risks that the charity faces and will continue to do so. Financial systems exist to this end and all activities for our young club members are risk assessed through our management structure.

**OBJECTIVES AND ACTIVITIES**

The objectives of the charity are to help young people through their leisure time activities to develop their physical, mental and spiritual capacities so they may develop as individuals and as members of the community..

**ACHIEVEMENTS AND PERFORMANCE**

The company have employed eight people during 2014/15 to manage the weekly Youth Clubs which have run on most weeks of the year and on three separate nights and a seniors/music club which is run fortnightly. Around 60-90 young people per week use these facilities and are supported in doing so by our staff.

In addition, the company have, since September 2012, taken on a lease from Bucks County Council for the Buckingham Youth Centre. This has secured the current home of the Youth Clubs and at the same time kept the building in public use for a number of other organisations who pay rent which helps meet the running costs of the building.

**BUCKINGHAM YOUTH CLUBS LIMITED**  
**(a company limited by guarantee)**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 AUGUST 2015**

**FINANCIAL REVIEW**

The total income for the year amounted to £25,783 including interest on invested funds and, in addition, £57,971 was brought forward from the previous year. The charity had expenditure in the year of £24,752 including accrued expenditure paid on 1.9.15 leaving an overall surplus of £58,293. This is held in two separate accounts with the Nat West Bank, one of which is interest earning, and £48.90 is in the cashbox.

**PLANS FOR THE FUTURE**

The Charity will continue to operate Youth Clubs in support of its overall objectives and will maintain the Youth Centre building supported by hire revenue which we will collect. We will continue to seek local authority grants and donations from individuals and organisations willing to support the Charity. These are unlikely to match annual expenditure in the coming years, however, and the funds surplus will begin to reduce. The Trustees are aware of the new workplace Pension Rules which come into force in July 2016 and are currently assessing costs and planning towards this.

**MANAGEMENT COMMITTEE**

|                          |                   |
|--------------------------|-------------------|
| Trustee & Chair          | John Barnett      |
| Trustee & V/Chair        | Patrick Fealey    |
| Trustee & Secretary      | Margo Parfitt     |
| Elected member           | Carrie Rushton    |
| Elected member/Treasurer | Ivan Baker        |
| Elected member           | Tracey Wescombe   |
| Town Council nominee     | Jon Harvey        |
| Town Council nominee     | Geraldine Collins |
| District Council nominee | Robin Stuchbury   |
| Youth Club Leader        | Jim Whatmore      |

**BUCKINGHAM YOUTH CLUBS LIMITED**  
**(Limited by Guarantee)**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 AUGUST 2015**  
**(Continued)**

**Trustees' Responsibilities in relation to the Financial Statements**

The trustees (who are also directors of Buckingham Youth Clubs Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have prepared this report in accordance with the provisions applicable to companies subject to the small companies' regime under the Companies Act 2006 and with the Financial Reporting standard for small entities (effective April 2008).

Approved by the Board on 23<sup>rd</sup> September 2015 and signed on its behalf by



..... J C Barnett- Trustee

**BUCKINGHAM YOUTH CLUBS LIMITED**  
(Limited by Guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BUCKINGHAM YOUTH CLUBS LIMITED**

I report on the accounts of the company for the year ended 31 August 2015 which are set out on pages 7 to 12.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

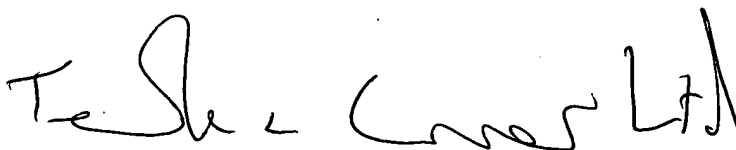
**Basis of independent examiner's report**

My examination was carried out in accordance with 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 the 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 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.



.....  
Tearle & Carver Limited  
Chartered Accountants  
Chandos House  
School Lane  
BUCKINGHAM  
MK18 1HD

**BUCKINGHAM YOUTH CLUBS LIMITED**  
(Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 AUGUST 2015**

|   | Note | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2015 | Total<br>Funds<br>2014 |
|---|------|-----------------------|---------------------|------------------------|------------------------|
|   |      | £                     | £                   | £                      | £                      |
| <b>INCOMING RESOURCES</b>                     |      |                       |                     |                        |                        |
| Incoming Resources from Generated Funds       |      |                       |                     |                        |                        |
| Investment Income                             | 4    | 16                    | -                   | 16                     | 563                    |
| Voluntary Income                              | 5    | 20,112                | -                   | 20,112                 | 23,150                 |
| Activities for generating funds               | 6    | 3,686                 | -                   | 3,686                  | 4,319                  |
| Incoming resources from Charitable activities | 7    | 1,534                 | -                   | 1,534                  | 1,574                  |
| Other Incoming Resources                      | 8    | 435                   | -                   | 435                    | 3,815                  |
| <b>TOTAL INCOMING RESOURCES</b>               |      | <b>25,783</b>         | <b>-</b>            | <b>25,783</b>          | <b>33,421</b>          |
| <b>RESOURCES EXPENDED</b>                     |      |                       |                     |                        |                        |
| Costs of Generating Funds                     |      |                       |                     |                        |                        |
| Charitable Activities                         | 9    | 24,752                | -                   | 24,752                 | 25,964                 |
| <b>TOTAL RESOURCES EXPENDED</b>               |      | <b>24,752</b>         | <b>-</b>            | <b>24,752</b>          | <b>25,964</b>          |
| <b>OTHER RECOGNISED GAINS/LOSSES</b>          |      |                       |                     |                        |                        |
| Gains/(Losses) on Investments                 |      | -                     | -                   | -                      | -                      |
| <b>NET MOVEMENT IN FUNDS</b>                  |      | <b>1,031</b>          | <b>-</b>            | <b>1,031</b>           | <b>7,457</b>           |
| <b>RECONCILIATION OF FUNDS</b>                |      |                       |                     |                        |                        |
| Funds Brought Forward                         |      | 57,971                | -                   | 57,971                 | 50,514                 |
| Surplus/(Deficit) for the Year                |      | 1,031                 | -                   | 1,031                  | 7,457                  |
|   |      | <b>59,002</b>         | <b>-</b>            | <b>59,002</b>          | <b>57,971</b>          |

The notes on pages 10 to 13 form an integral part of these financial statements.



**BUCKINGHAM YOUTH CLUBS LIMITED**  
(Limited by Guarantee)

**BALANCE SHEET – 31 AUGUST 2015**

|                            | Note | £             | 2015<br>£     | £             | 2014<br>£     |
|----------------------------|------|---------------|---------------|---------------|---------------|
| <b>CURRENT ASSETS</b>      |      |               |               |               |               |
| Debtors                    | 10   | 807           |               | 554           |               |
| Cash at Bank and in hand   |      | 62,137        |               | 60,573        |               |
|                            |      | <u>62,944</u> |               | <u>61,127</u> |               |
| <b>CURRENT LIABILITIES</b> |      |               |               |               |               |
| Creditors                  | 11   | 3,942         |               | 3,516         |               |
| <b>NET CURRENT ASSETS</b>  |      |               | 59,002        |               | 57,971        |
| <b>TOTAL ASSETS</b>        |      |               | <u>59,002</u> |               | <u>57,971</u> |
| <b>REPRESENTED BY:</b>     |      |               |               |               |               |
| <b>FUNDS</b>               |      |               |               |               |               |
| Unrestricted Reserves      |      |               | 59,002        |               | 57,971        |
| Restricted Reserves        |      |               | -             |               | -             |
|                            |      |               | <u>59,002</u> |               | <u>57,971</u> |

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006 and members have not required the company to obtain an audit of its accounts for the period in question in accordance with Section 476 of the Act. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 August 2014 and of its profit for the period then ended in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime under the companies Act 2006 and with the Financial Reporting Standard for smaller entities (effective April 2008).

Approved by the Board of Trustees on 22-9-15 and signed on its behalf by:

  
J C Barnett- Trustee

The notes on pages 10 to 13 form an integral part of these financial statements

**BUCKINGHAM YOUTH CLUBS LIMITED**  
**(Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2015**

**1) Principal Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**a) Accounting Convention**

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005, applicable accounting standards and the Companies Act 2006.

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

**b) Cashflows**

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

**c) Fund Accounting**

Funds held by the Charity are either:

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.

- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**d) Incoming Resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities (SOFA) when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

- Donated services and facilities are included at the value to the charity where this can be quantified.

- Investment income is included when receivable.

- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

**BUCKINGHAM YOUTH CLUBS LIMITED**  
(Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2015**  
(Continued)

**e) Resources Expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure is inclusive of VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

**2) Legal Status of the Charity**

The Charity is a company limited by a guarantee and has no share capital. The members of the company are the Trustees named on page 2. The liability of each member in the event of winding-up is limited to £1.

**3) Trustees Remuneration**

Members of the Board of Trustees receive no remuneration for their services as Trustees. Where Trustees have charged the charity for non Trustee duties, those services have been disclosed in the notes to the accounts.

**4) Investment Income**

|               | Unrestricted | Restricted | 2015<br>Total | 2014<br>Total |
|---------------|--------------|------------|---------------|---------------|
|               | £            | £          | £             | £             |
| Bank Interest | 16           | -          | 16            | 563           |
|               | -----        | -----      | -----         | -----         |
|               | 16           | -          | 16            | 563           |
|               | -----        | -----      | -----         | -----         |

**5) Voluntary Income**

|                           | Unrestricted | Restricted | 2015<br>Total | 2014<br>Total |
|---------------------------|--------------|------------|---------------|---------------|
|                           | £            | £          | £             | £             |
| Other donations           | 1,112        | -          | 1,112         | 3,150         |
| VAHT                      | 10,000       | -          | 10,000        | 10,000        |
| Buckingham County Council | 1,000        | -          | 1,000         | 2,000         |
| Buckingham Town Council   | 5,000        | -          | 5,000         | 5,000         |
| Radcliffe Family Trust    | 3,000        | -          | 3,000         | 3,000         |
|                           | -----        | -----      | -----         | -----         |
|                           | 20,112       | -          | 20,112        | 23,150        |
|                           | -----        | -----      | -----         | -----         |

**BUCKINGHAM YOUTH CLUBS LIMITED**  
(Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2015**  
(Continued)

**6) Activities For Generating Funds**

|               | Unrestricted | Restricted | 2015<br>Total | 2014<br>Total |
|---------------|--------------|------------|---------------|---------------|
|               | £            | £          | £             | £             |
| Snack Bar     | 1,426        | -          | 1,426         | 1,958         |
| Subscriptions | 2,260        | -          | 2,260         | 2,361         |
|               | <u>3,686</u> | <u>-</u>   | <u>3,686</u>  | <u>4,319</u>  |

**7) Incoming Resources From Charitable Activities**

|       | Unrestricted | Restricted | 2015<br>Total | 2014<br>Total |
|-------|--------------|------------|---------------|---------------|
|       | £            | £          | £             | £             |
| Trips | 1,534        | -          | 1,534         | 1,574         |
|       | <u>1,534</u> | <u>-</u>   | <u>1,534</u>  | <u>1,574</u>  |

**8) Other Incoming Resources**

|      | Unrestricted | Restricted | 2015<br>Total | 2014<br>Total |
|------|--------------|------------|---------------|---------------|
|      | £            | £          | £             | £             |
| Rent | 435          | -          | 435           | 3,815         |
|      | <u>435</u>   | <u>-</u>   | <u>435</u>    | <u>3,815</u>  |

**BUCKINGHAM YOUTH CLUBS LIMITED**  
(Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2015**  
(Continued)

**9) Charitable Activities**

|                            | Unrestricted  | Restricted | 2015<br>Total | 2014<br>Total |
|----------------------------|---------------|------------|---------------|---------------|
|                            | £             | £          | £             | £             |
| Trips                      | 1,514         | -          | 1,514         | 2,031         |
| Snack Bar                  | 1,163         | -          | 1,163         | 1,474         |
| Staff Costs                | 17,152        | -          | 17,152        | 17,433        |
| Telephone & Internet Costs | 641           | -          | 641           | 687           |
| Stationery & Postage       | 195           | -          | 195           | 227           |
| Advertising                | 116           | -          | 116           | -             |
| Music Club                 | -             | -          | -             | -             |
| Insurance                  | 600           | -          | 600           | 252           |
| Photocopier Hire           | 118           | -          | 118           | 182           |
| Party Costs                | -             | -          | -             | 82            |
| Affiliation                | 355           | -          | 355           | 526           |
| Licences                   | 472           | -          | 472           | 534           |
| Waste                      | 174           | -          | 174           | 171           |
| Cleaning                   | 1,296         | -          | 1,296         | 1,539         |
| Repairs                    | -             | -          | -             | 252           |
| Sundry                     | 312           | -          | 312           | 244           |
| Companies House Charge     | -             | -          | -             | -             |
| HR Costs                   | 644           | -          | 644           | 330           |
|                            | <u>24,752</u> | <u>-</u>   | <u>24,752</u> | <u>25,964</u> |

**10) Debtors**

|               | 2015<br>£  | 2014<br>£  |
|---------------|------------|------------|
| Other Debtors | 99         | 124        |
| Prepayments   | 708        | 430        |
|               | <u>807</u> | <u>554</u> |

**11) Creditors**

|                                 | 2015<br>£    | 2014<br>£    |
|---------------------------------|--------------|--------------|
| Payroll Tax and Social Security | 359          | 319          |
| Wages                           | 1,498        | 1,440        |
| Other Creditors                 | 2,085        | 1,397        |
|                                 | <u>3,942</u> | <u>3,156</u> |

**14) Taxation**

As a Charity, Buckingham Youth Club Limited is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

**15) Related Party Transactions**

There were no related party transactions during the year.