

BARN YOUTH PROJECT

Opportunities for Young people in Park Barn and Westborough

Registered Charity No.1144966

c/o 242 Cabell Road Guildford GU2 8JW

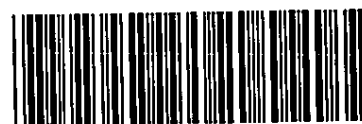
barnyouth@gmail.com 07934 656196 www.thebarnyouthproject.com

The Barn Youth Project
(A private company limited by guarantee)

Report and Financial Statements
For the year Ended 30 April 2012

Charity number 1144966
Company number 7601289

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COMPANIES HOUSE

SUPPORTED BY Working in partnership with Guildford Action



GUILDFORD
BOROUGH

Guildford Youth Services

Surrey
Primary Care Trust

NHS

CRADIAN
where people flourish



SAFER GUILDFORD
a partnership approach



Many thanks to our volunteers



SURREY

THE BARN YOUTH PROJECT

**The Barn Youth Project
(A private Company limited by guarantee)**

Financial Statements

For the Year Ended 30 April 2012

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THE BARN YOUTH PROJECT

Reference and Administrative Information

Charity Name	The Barn Youth Project
Charity Registration number	1144966
Company number,	7601289
Registered Office and Operational address	c/o 242 Cabell Road Guildford GU2 8JW

Trustees/Directors

Mr	Frederick John	Smith	(Trustee/Director)	Chair
Mrs (Councillor)	Fiona	Jean White	(Trustee/Director)	Vice Chair
The Reverend	Stephen	Pownall	(Trustee/Director)	
Mr	Thomas	Mitchell	(Trustee/Director)	Treasurer (Resigned in March 2012)

Management Committee

The Trustees/Directors plus		
Mr	Rodney	Bates
Mrs	Tracy	James
Ms	Jo	James
Mrs	Jo	Tester
Mr	Michael	Potter
Mr	James	Peacock

Secretary

Ms Hannah Tugwell (Resigned in December 2011 and since that time the role has been performed by the Trustees)

Management Team

Ms Hannah Tugwell Project Manager (Resigned in December 2011)
Ms Georgina Lambel Assistant Manager

Auditor Mrs V J Hazelwood B A, 14 Ash Grove Guildford Surrey GU2 8UT

Bankers Lloyds TSB Bank plc, PO Box 1000, BX1 1LT

Solicitors Bates Wells & Brathwaite London L L P
2-6 Cannon Street, London, EC4M 6YH

The Barn Youth Project

Report of the Trustees/Directors for the year ended 30 April 2012

This report is presented together with the audited financial Statements for the year ended 30 April 2012

Trustees/Directors Report

Structure, Governance and Management

Governing Document

The Project is a charitable private company limited by guarantee, incorporated on 12 April 2011 and registered as a charity on 7 December 2011. It is established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

Due to the nature of the Youth Project, which inevitably focuses upon young people and the community in which they live, the structure of the Management Committee seeks to ensure that their needs are appropriately reflected through the diversity of the trustee body and the wider committee members.

To achieve this these members are made up of representatives from residents, elected members of the local Borough and County Council, Borough Council's Play and Youth Officer, the Community Safety Wardens, the local church and volunteer helpers. The current chairman of the Barn Youth Project is a local resident and also a volunteer helper at the Youth Café. There are also close links with the local Police Neighbourhood Teams.

All members of the Management Committee give their time voluntarily and receive no benefits from the charity.

The Project Manager and Assistant Manager

In order for the charity to run consistently and professionally it employs a full time Project Manager and a part-time Youth Café Assistant. Due to the resignation of the Project Manager in December 2011 (to develop her youth work experience) this role has been taken over temporarily by the Youth Café Assistant until a replacement Manager has been employed.

Aims and objectives

Purpose and Aims

The charity's purposes, as set out in the objects contained in its memorandum of association, are to

To advance in life and help young people in the Park Barn and Westborough areas of Guildford and surrounding areas through

- the provision of recreational and leisure time activities provided in the interest of social, welfare, designed to improve their conditions of life and
- providing support and activities which develop their skills capacity and capabilities to enable them to participate in society as mature and responsible individuals,

The aims of our charity are to provide social, recreational and leisure opportunities, which will enhance the welfare and quality of life of the young people engaging and support them in developing their skills and capacity to lead healthy lives. The charity provides a safe, friendly environment for young people to meet, socialise and build positive relationships within the community.

Ensuring the Project delivers its aims

We review our objectives and activities on a regular basis by using a number of monitoring methods namely

- Asking young people and their families what impact the Project has through a yearly questionnaire
- Details of any support given is recorded and monitored in our daily de-brief forms. Any positive outcomes are identified through the every child matters criteria
- Recording attendance figures for individual sessions and drop-in sessions to provide evidence of need
- Communication with our Police Community Support Officers and Community Safety Wardens to record levels of crime and antisocial behaviour within the areas mentioned above
- Recording and monitoring referrals to other services through partnership working
- Providing a presentation during community meetings with professionals and volunteers
- Publicising success within the local Community Association newsletter (this goes to around 5000 local people)
- Presenting successes to young people and their families during our annual celebrations at Christmas
- Notes from Youth Council meetings will record and inform future provision

The focus of work

The focus is_ to provide social, recreational and leisure opportunities, which will enhance the welfare and quality of life of the young people engaging and support them in developing their skills and capacity to lead healthy lives. The project provides a safe, friendly environment for young people to meet, socialise and build positive relationships within the community

How the Project delivers its aims and objectives to the public benefit

Opportunities for participation in a diverse range of activities are delivered via

- the Youth Café, open for 3 sessions a week to accommodate young people in school years 4 to 13
- each session offers a range of resources, which are freely accessible for the young people to choose and direct their own choice of play and activities, such as table tennis, pool etc together with the use of computer systems on which to play games and craft making table. A small tuck shop selling soft drinks and light refreshments is also available
- additional workshops and sessions are organised to provide more structured activities and opportunities to learn new skills or develop further interests. These involve multi-sports and varieties of arts and craft sessions. Also a number of popular graffiti workshops and music jamming sessions where the young people can write lyrics and play instruments are conducted. Involvement with a wardrobe group by dressing-up in clothing of the 20th century has taken place on a number of occasions
- targeted group work projects and these are in six week activity blocks for a girls and boys group targeting those that would benefit most from small group work. These involve constructing birdfeed devices and making clay animals and reptiles
- Visits to locations of interest and activity centres. These have involved visits to the local Wildlife trust for nature walk, a paintballing day out, a laser quest afternoon and a trip to local sports and leisure centre

Who used and benefited from our services?

During the past 12 months the Project has benefited 280 local young people and 108 are within a vulnerable or disadvantaged client group. We engage with between 50 and 60 different young people each week which equates to more than 70 visits (some young people attend more than one session weekly) across the Youth Café and football sessions. These figures not only demonstrate the need for our services but that we are delivering what the young people want

Summary of the main achievements during the period 2011/2012

- The Youth Cafe session have been running very successfully with multi-sports and a variety of arts and craft sessions from making candles to painting mugs
- There have been a number of popular graffiti workshops and well as music jamming sessions where the young people can write lyrics and play instruments
- There have been visits from Surrey Wildlife trust for nature walks, birdfeed making and animals and reptile workshops
- Other workshops have included Watts Gallery with clay modelling and Surrey Wardrobe with dress-up through the 20th century.
- The football sessions have been well attended with some of the older boys taking more responsibility with picking teams and performing the role of a Referee
- Throughout the year we have also had a paintballing day out in, a laser quest afternoon and a trip to spectrum leisure centre
- There have also been six week activity blocks for a girls and boys group targeting those that would benefit most from small group work

Outreach

Informal play and recreation in the area concerned is limited many of the young people do not attend any out-of school activity apart from the Barn Youth Project due to cost or travel difficulties. Our service, due to its central position based at the local community concerned, does enable the young people to reach it on foot, cycle or foot operated scooter

The project has an active Youth Council which helps to share activities within the Youth Café. The young people are encouraged with praise and attention if they have developed socially or academically outside and inside the café. Through playing team games the young people are encouraged to work with people they wouldn't normally interact with and develop their interpersonal skills as a result. We would also challenge young people who may push behavioural boundaries and work with them to positively change this.

The project enables young people to build positive relationships with adults and others and in many cases, this may be the first time that they have done this. These role-models can also help to build bridges with the wider community as they get an understanding of the challenges affecting young people.

Financial Review

Against the backdrop of limited resources and insecurities over funding it has, at times, been difficult to plan or develop the Projects objectives and aims. Nevertheless it, with the aid of sound financial management and tireless pursuit of funding by its Manager and Committee, has been able to obtain a very positive financial outcome for the period with a total accumulation of funds amounting £38,000

Principle Funding Sources

These funds have been outsourced from grants and donations from local and county authorities, various charities and similar support groups. This outcome has enabled the Project to continue to provide its services during the past fiscal year

Investment Policy

Aside from retaining a prudent amount in reserves to ensure the Project's continuation into the next fiscal year most of its funds are spent in the short term so there are none available for long term investment

Reserve Policy

The Barn Youth Project has not adopted an official policy on reserves. However, the intention of the trustees is to maintain a minimum of 6 months and a maximum of 12 months unrestricted expenditure as a reserve. The purpose of this is to cover unexpected costs as well as ensuring a redundancy provision which is a requirement for paid staff

At the end of this financial year, the Barn Youth Project had a total of 6 25 months in reserve

Signed on behalf of the charity's trustees

Signed. Frederick John Smith **Date** 05/12/2012

Name Frederick John Smith

Position. Trustee/Director & Chair of Management Committee

BARN YOUTH PROJECT

Independent Examiner's Report to the Trustees of the Barn Youth Project

I report on the accounts of the Park Barn Project for the year ended on 30 April 2012 which are set out on pages 9 to 14

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

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

- Examine the accounts under section 43 of the 1993 Act
- Follow the procedures laid down in the general directions given by the Charity Commission (under Section 43(7)(b) of the Act, as amended), and
- State whether particular matters have come to my attention

Basis of independent examiner's statement

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 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 records, comply 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

Date

2/1/13

Signature

V. Hazelwood

V. HAZELWOOD

The Barn Youth Project

Statement of Financial Activities

for the year ended 30 April 2012

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £
<u>Incoming Resources</u>				
Incoming resources from Generated Funds.				
Grant & Other income	2	26,997	8,084	35,081
Incoming resources from Charitable activities:				
Door entry		1,238	-	1,238
Tuck Shop		<u>1,707</u>	<u>-</u>	<u>1,707</u>
Total Incoming Resources		<u>29,942</u>	<u>8,084</u>	<u>38,026</u>
<u>Resources Expended</u>				
Cost of generating funds		1,694	-	1,694
Charitable Activities		23,457	14,138	37,595
Governance costs		<u>-</u>	<u>-</u>	<u>-</u>
Total resources expended	3	<u>25,151</u>	<u>14,138</u>	<u>39,289</u>
Net incoming resources before transfers				
Transfer between funds		<u>4,791</u>	<u>(6,054)</u>	<u>(1,263)</u>
Net incoming resources		4,791	(6,054)	(1,263)
Gains and losses on revaluation and disposal of investments		<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		4,791	(6,054)	(1,263)
Total funds at 1 May 2011		<u>15,703</u>	<u>6,054</u>	21,757
Total funds at 30 April 2012-11-08		<u>£20,494</u>	-	£20,494

The notes on pages 11 to 14 form part of these Financial Statements

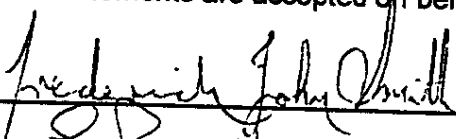
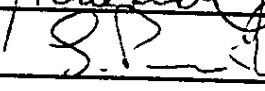
The Barn Youth Project

Balance Sheet As at 30 April 2012

	Notes	£	2012	£
FIXED ASSETS				
Fixed assets				
CURRENT ASSETS				
Debtors	6	5,332		
Cash at bank and in hand		<u>20,105</u>		
		25,437		
Creditors Amounts falling due within one year	7	<u>4,943</u>		
NET CURRENT ASSETS				<u>20,494</u>
NET ASSETS				<u>£20,494</u>
FUNDS				
Unrestricted Funds			20,494	
Restricted Funds			-	
TOTAL FUNDS				<u>£20,494</u>

These accounts are prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities

These financial statements are accepted on behalf of the charity by the directors:

Signed  Dated 05/12/2012
 Signed  Dated 5/12/12

The notes on pages 11 to 14 form part of these Financial Statements.

**The Barn Youth Project
Notes to the accounts
for the year ended 30 April 2012**

1. ACCOUNTING POLICIES

(a) Basis of accounting

The Financial Statements have been prepared on the accruals basis in accordance with applicable accounting standards under the historic cost convention. They are in accordance with the Financial Statement for Smaller Entities (April 2008) and Statement of Recommended Practice (Accounting and Reporting by Charities), issued in March 2005.

(b) Incoming Resources

Income is taken into account when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

© Resources Expended

Expenditure is recognised in the period in which it is incurred.

(d) Unrestricted Funds

Unrestricted funds are available for us at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

(e) Restricted Funds

Restricted funds are to be used for specific purposes as laid down by the donor or which have been raised by the charity for particular purposes.

THE BARN YOUTH PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2012

2. VOLUNTARY INCOME – CONTRIBUTIONS

General	Unrestricted £	Restricted £	Total 2012 £
Guildford Voluntary Grants Panel	10,667	-	10,667
Guildford Borough Council	2,200	200	2,400
Surrey County Council	6,000	5,964	11,964
Local Charitable organisations & other income	8,130	1,920	10,050
Surrey Community Foundation	-	-	-
TOTAL	<u>26,997</u>	<u>8,084</u>	<u>35,081</u>

3. TOTAL RESOURCES EXPENDED

	Cost of Generating funds £	Charitable Activities £	Governance Costs £	Total 2012 £
Salaries	-	20,302	-	20,302
Office Rental	-	593	-	593
Stationery and office admin	-	3,113	-	3,113
Insurance	-	868	-	868
Computers and Equipment	-	1,754	-	1,754
Café Hall Hire	-	4,070	-	4,070
Staff Expenses and training	-	497	-	497
Supervision costs	-	2,400	-	2,400
Tuck Shop costs	1,694	-	-	1,694
Café workshop costs	-	3,349	-	3,349
TOTAL	<u>1,694</u>	<u>37,564</u>	<u>-</u>	<u>39,258</u>

4. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2012 £
Independent Examiners Remuneration	

THE BARN YOUTH PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2012
CONTINUED

5. STAFF COSTS AND NUMBERS

	2012
	£
Salaries and Wages	20,302
Social Security Costs	-
Pension Contributions	-
	TOTAL <u>£20,302</u>

The average weekly number of employees during the year, calculated on the basis of full time equivalents, were as follows

	2012
	No
Youth Worker	1

None of the directors or members management committee claimed remuneration or expenses during the year

6. DEBTORS

	2012
	£
Prepayments	-
Other Debtors	5,332
	TOTAL <u>£5,332</u>

7. CREDITORS Amounts falling within one year

Accruals	610
Other creditors	4,333
	TOTAL <u>£4,943</u>

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds
	£	£	£
Net current assets	20,494	-	20,494
Net assets at 30 April 2012	<u>£20,494</u>	-	<u>£20,494</u>

THE BARN YOUTH PROJECT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 APRIL 2012
CONTINUED

9. STATEMENT OF FUNDS

	At 1.5.11	Incoming Resources	Outgoing Resources	Transfers	At 30.4.12
	£	£	£	£	£
Unrestricted funds					
General funds,	<u>15,703</u>	<u>29,942</u>	<u>25,151</u>	<u>-</u>	<u>20,494</u>
Restricted funds					
Guildford BC Equipment Fund	-	200	200	-	-
Graffiti Project	261	-	261	-	-
High Sheriff Award	-	1,820	1,820	-	-
Surrey Community Foundation	1,040	-	1,040	-	-
Halloween Party	-	100	100	-	-
Surrey Youth Crime Fund	-	984	984	-	-
Surrey County Council	-	4,980	4,980	-	-
PAYP	2,227	-	2,227	-	-
Youth Opportunities Fund	2,526	-	2,526	-	-
Total Restricted Funds	<u>6,054</u>	<u>8,084</u>	<u>14,138</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS	<u>21,757</u>	<u>38,026</u>	<u>39,289</u>	<u>-</u>	<u>20,494</u>

At the end of the year, all projects funds were now unrestricted

10. Related party transactions

The following are classed as related party transactions

The Project rents an office at St Clare's Church, Westborough thereby incurring expenditure of £593 This is the church where Reverend Steve Pownall serves as Vicar and Frederck Smith is a member of the Parochial Church Council

The Projects gives a retainer of £15 a month to Dan James for the purposes of maintaining the Project website and he is the son of a management committee member The total expenditure for the year was £180