

THE 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 2016

Charity number 1144966
Company number 07601289



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THE BARN YOUTH PROJECT

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(A private company limited by guarantee)**

Financial Statements

For the year ended 30 April 2016

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THE BARN YOUTH PROJECT

Reference and Administrative Information

Charity Name: The Barn Youth Project
Charity Registration number: 1144966
Company number: 07601289
Registered Office and Operational address: c/o 242 Cabell Road Guildford GU2 8JW.

Trustees/Directors

Mr.	Frederick John Smith	Chair – Stood down, AGM 15 September 2015
Mrs. (Councillor)	Fiona Jean White	Vice Chair – Stood down, AGM 15 September 2015
Rev.	Stephen Pownall	Mins Secretary – Stood down, AGM 15 September 2015
Mrs.	Diana Martin	
Mrs.	Julia McShane	Appointed Chair of Trustees at AGM 15 Sept 2015
Mr.	Wayne McShane	Appointed – at AGM 15 Sept 2015

Management Committee

The Trustees/Directors plus:
Ms. Tracy James
Mrs Amanda Pick.
Mrs. Sarah Winterbotham (Hon. Treasurer) – appointed 27 November 2015

Secretary

This role is performed by the Trustees.

Management Team

Miss Sam Wightman (Lead Youth Worker)

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 2016

This report is presented together with the financial Statements for the year ended 30 April 2016.

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 inevitable 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 Borough Councillor.

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 sessions consistently and professionally it employs a part time Project Manager and a part-time Lead Youth Worker. The post of Project Manager is vacant and the intention to appoint a replacement depends on the outcome of a decision by Surrey County Council to provide youth work sessions by the Community Youth Work team. However, until this happens the Lead Youth Worker assisted by qualified Youth Workers from the local branch of the YMCA will be responsible to the Trustees for managing sessions. This arrangement ended in August 2015 and the Barn Youth Project decided to suspend delivery of sessions for a temporary period in response to the decision by Surrey County Council to provide youth work through the Community Youth Work team. The Barn Youth Project are open to working with the Community Youth Work team if necessary through the provision of additional activities for which the local authority are unable to source funding.

Aims and objectives

Purpose and Aims

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

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.
- 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

It reviews its 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.
- Presenting successes to young people and their families during our annual celebrations at Christmas.

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. In addition a football training session is conducted on Fridays each week for one hour on the all-weather pitch located at the local secondary school.
- 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 cartoon drawing workshops and music jamming sessions where the young people can write lyrics and play instruments are conducted.
- 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?

For the first three months of this financial year the Project has benefited 35 local young people and 20 are within a vulnerable or disadvantaged client group. It engages with between 25 and 35 different young people each week which equates to more than 50 visits (some young people attend more than one session weekly) across the Youth Café and football sessions. Delivery of sessions by the Project was suspended in August 2015 in response to the offer of youth work delivery being made by Surrey County Council.

Summary of the main achievements during the period 2015 / 2016

- The Youth Cafe sessions have been running very successfully with multi-sports and a variety of arts and craft sessions as well as healthy eating/cookery sessions.
- The football sessions provided by the Project continued up until the end of August 2015
- We were joined by three new volunteers from the community who were able to attend at least one session per week.

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 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, with the aid of sound financial management and tireless pursuit of funding with the assistance of a fund raising consultant, the Barn Youth Project has been able to obtain a very positive financial outcome for the period with a total accumulation of funds amounting to approximately £23,200 at the balance sheet date.

Principal 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.

Given the backdrop of limited resources and insecurities over funding, The Barn Youth Project has done well to remain within its targeted reserves, but with the majority of these being restricted, careful monitoring of expenditure will continue.

Statement of Trustees'/Directors' Responsibilities

The Trustees/Directors are responsible for preparing the Trustees'/Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees/Directors to prepare financial statements for each financial year. Under that law the Trustees/Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees/Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of income over expenditure of the company for that period. In preparing these financial statements, the Trustees/Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees/Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Charities Act 2011 and Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the charity's trustees:

Signed. Julia Maureen McShane

Name. **Julia Maureen McShane**

Position. **Trustee/Director & Chair of Management Committee.**

26/01 2017

The Barn Youth Project
Statement of Financial Activities
(Incorporating the Income and Expenditure Account)
for the year ended 30 April 2016

	Notes	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
<u>Incoming resources</u>					
Incoming resources from generated funds:					
Voluntary income	2	-	3,299	3,299	16,612
Incoming resources from charitable activities:					
Door entry		63	-	63	301
Tuck shop		<u>47</u>	<u>-</u>	<u>47</u>	<u>281</u>
Total incoming resources		<u>110</u>	<u>3,299</u>	<u>3,409</u>	<u>17,194</u>
<u>Resources expended</u>					
Cost of generating funds		17	-	17	442
Charitable activities		1,920	899	2,819	17,448
Governance costs		<u>(200)</u>	<u>-</u>	<u>(200)</u>	<u>200</u>
Total resources expended	3	<u>1,737</u>	<u>899</u>	<u>2,636</u>	<u>18,090</u>
Net incoming/(outgoing) resources before transfers					
Transfer between funds		<u>(1,627)</u>	<u>2,400</u>	<u>773</u>	<u>(896)</u>
Net incoming/(outgoing)resources/Net Income/(Expenditure) for the year					
Gains and losses on revaluation and disposal of investments		<u>(1,627)</u>	<u>2,400</u>	<u>773</u>	<u>(896)</u>
Net movement in funds		<u>(1,627)</u>	<u>2,400</u>	<u>773</u>	<u>(896)</u>
Total funds at 1 May 2015		<u>5,807</u>	<u>16,685</u>	<u>22,492</u>	<u>23,388</u>
Total funds at 30 April 2016		<u>4,180</u>	<u>19,085</u>	<u>23,265</u>	<u>22,492</u>

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.

The notes on pages 10 to 13 form part of these Financial Statements.

**The Barn Youth Project
Balance Sheet
as at 30 April 2016**

	Notes	2016 £	2015 £
FIXED ASSETS			
Fixed assets		-	-
CURRENT ASSETS			
Debtors	6	-	415
Cash at bank and in hand		<u>23,287</u>	<u>23,701</u>
		23,287	24,116
Creditors: Amounts falling due within one year	7	<u>22</u>	<u>1,624</u>
NET CURRENT ASSETS		<u>23,265</u>	<u>22,492</u>
NET ASSETS		<u>23,265</u>	<u>22,492</u>
FUNDS			
Unrestricted Funds	9	4,180	5,807
Restricted Funds	9	<u>19,085</u>	<u>16,685</u>
TOTAL FUNDS	9	<u>23,265</u>	<u>22,492</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2016.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the directors on 26/01/2017 and signed on their behalf:

Julia Maureen McShane

Julia Maureen McShane

W.B. McShane

Wayne McShane

Company Registration Number: **07601289**

The notes on pages 10 to 13 form part of these Financial Statements.

The Barn Youth Project
Notes to the accounts
for the year ended 30 April 2016

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 comply with the Charities Act 2011, the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective January 2015) and 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.

(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.

(c) Resources Expended

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

(d) Unrestricted Funds

Unrestricted funds are available for use 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.

2. VOLUNTARY INCOME – CONTRIBUTIONS

	Unrestricted	Restricted	2016 Total	2015 Total
	£	£	£	£
Guildford Borough Council	-	3,299	3,299	5,270
Surrey County Council	-	-	-	4,605
Local charitable organisations & other income	-	-	-	6,737
	<u>-</u>	<u>3,299</u>	<u>3,299</u>	<u>16,612</u>

A grant from Poyle Charities of £7,700 received in September 2015 was not spent for its original purpose and was refunded in March 2016. This refund has been reported as a deduction from incoming resources.

The Barn Youth Project
Notes to the accounts
for the year ended 30 April 2016

3. TOTAL RESOURCES EXPENDED

	Cost of generating funds	Charitable activities	Governance costs	2016 Total	2015 Total
	£	£	£	£	£
Salaries	-	-	-	-	7,558
Stationery and office admin	-	518	-	518	2,352
Insurance	-	415	-	415	453
Computers and equipment	-	-	-	-	549
Café hall hire	-	1,810	-	1,810	4,690
Staff expenses and training	-	-	-	-	107
Tuck shop costs	17	-	-	17	442
Café workshop costs	-	76	-	76	1,739
Penalties	-	-	(200)	(200)	200
	<u>17</u>	<u>2,819</u>	<u>(200)</u>	<u>2,636</u>	<u>18,090</u>

In addition, expenses of £nil (2015: £782) were paid from the Guildford Borough Council Playgrants award, relating to amounts incurred on behalf of The Barn Youth Project.

4. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2016 £	2015 £
Independent Examiners remuneration	<u>-</u>	<u>-</u>

5. STAFF COSTS AND NUMBERS

	2016 £	2015 £
Salaries and wages	-	7,558
Social security costs	-	-
Pension contributions	<u>-</u>	<u>-</u>
	<u>-</u>	<u>7,558</u>

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

	2016 No.	2015 No.
Youth worker	<u>-</u>	<u>1</u>

None of the directors or members of the management committee claimed remuneration or expenses during the year (2015: None).

The Barn Youth Project
Notes to the accounts
for the year ended 30 April 2016

6. DEBTORS

	2016	2015
	£	£
Prepayments	-	415
Other debtors	-	-
	<u>-</u>	<u>415</u>

7. CREDITORS: Amounts falling within one year

	2016	2015
	£	£
Accruals	13	1,615
Other creditors	9	9
	<u>22</u>	<u>1,624</u>

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Current assets	4,202	19,085	23,287
Creditors	(22)	-	(22)
Net assets at 30 April 2016	<u>4,180</u>	<u>19,085</u>	<u>23,265</u>

9. MOVEMENTS IN FUNDS

	At 1 May 2015	Incoming resources	Outgoing resources	Transfers	At 30 April 2016
	£	£	£	£	£
Restricted funds:					
Surrey CC – Travelsmart	3,504	-	899	-	2,605
Surrey CC – other	6,000	-	-	-	6,000
Williamson Trust	391	-	-	-	391
Guildford Borough Council	5,270	3,299	-	-	8,569
High Sheriff Youth Award	1,520	-	-	-	1,520
	<u>16,685</u>	<u>3,299</u>	<u>899</u>	<u>-</u>	<u>19,085</u>
Unrestricted funds:					
General funds	5,807	110	1,737	-	4,180
	<u>5,807</u>	<u>110</u>	<u>1,737</u>	<u>-</u>	<u>4,180</u>
Total funds	<u>22,492</u>	<u>3,409</u>	<u>2,636</u>	<u>-</u>	<u>23,265</u>

**The Barn Youth Project
Notes to the accounts
for the year ended 30 April 2016**

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 £nil (2015: £nil). This is the church where Reverend Stephen Pownall serves as Vicar and Frederick Smith and Julia McShane are members of the Parochial Church Council.

The Project 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 (2015: £180).

11. ULTIMATE CONTROLLING PARTY

The ultimate controlling party is the Board of Trustees.