

GILLINGHAM YOUTH FOUNDATION
Wednesday, 4th March 2020, 7pm at Gillingham Youth Centre
Chairman's Report/Update:

Welcome everyone to the Annual General Meeting of Gillingham Youth Foundation. I can say with relief that this last year has been considerably less stressful than previous years since taking over these buildings from the County Council. You may recall that there were many ups and down along the way and our grateful thanks go to Farnfields solicitors for their ongoing help with minor issues that have since arisen. But it hasn't been plain sailing as we found out immediately with the leak in the porch at the rear door, rain was coming in through the roof, ceiling and internal damage. Dorset Council came to fix it but since then the prolonged storms have taken their toll and another leak has sprung in the main sports hall. The joys of owning a building. However, Alan has hopefully secured us some funding and repairs are in hand.

It has been a pleasure to work as part of this committee with Belinda and Alan, Belinda has worked so hard as Secretary and Treasurer being the contact point for bookings and attracting new business, which as we will hear is steady. You may have noticed the new banner on the premises. Again, my thanks to Alan for sorting this out and it is reaping dividends already in the form of new business. On top of that, I have lonely evenings whilst Belinda is tap, tap tapping away on the computer, paying our employee and for the last few weeks preparing the accounts.

Alan has been a "God Send" and his experience in managing such Leisure Centres as Rivers Meet has given him many years of contacts as well as that experience in dealing with contracts and contractors and when we were looking for a member to lead on Health and Safety it can't have been that we both stepped back too quickly: so he must have volunteered: mustn't he.

I thank all the Organisations and individuals that work with us in providing for our Community because our 15 regular hire lettings have remained constant. In between regular lettings, rooms are hired out for birthday/seasonal parties, Youth Offending Service sessions, first aid/safeguarding training sessions, Family Services and National charities, significantly boosting income over the year.

As you will hear in the Treasurers report, the cost of Utilities is high and set to increase, so can I ask all who use the buildings to ensure that all lights and taps are turned off when they leave, no one is pointing any fingers because we are all in this together but when you are on a meter you can only imagine the cost of leaving a tap running all night and part of a day. For all future hirers we will be making a point of ensuring that they close the building down properly and in a clean and fit state for the next group to take over so that they can go straight into running the session they have paid for without having to spend time cleaning up first. We also need to be informed as soon as possible of any damage or breakages to fixtures and fittings this is so that all equipment is safe for the next hirers.

Ensuring that running these buildings succeeds as a business and enabling organisations and individuals such as yourselves to services and activities for the benefit of our communities is hugely resource intensive and that resource is expertise and time/man hours, woman hours because each member has a role to play and at last years AGM I asked that if anyone knew of someone with Bid Writing experience to put us in contact because such experience would be welcomed onto the board sadly we have not found that addition to the board. We would also seek someone with time on their hands and experience in administration and finance. We live in hope.

So What is new, what is next? We will continue to increase our regular hirers. The garage workshop continues to be hired out to a local person for vehicle maintenance and storage which seems to work well. Sadly, project ideas for the Music Suite have not materialised but the sound proof room continues to be hired on regularly to a local band. A Man Shed group showed interest in the old art room but unfortunately this fell through. However, we have offered the room to a local Terracycle group to store their recyclables and act as a collection point twice a month. We will continue promoting and advertising this venue for community use, though any new will have to fit in around present users. Enquiries are coming in weekly, some we can accommodate, others not. We were really excited to have an enquiry from Skills & Learning, to host art lessons on a weekly basis, but unfortunately we heard this week that this has had to be cancelled owing to lack of take up.

Finally, I want mention and minute of our thanks to the stalwart Eric our Caretaker and only paid employee. He knows every inch of these buildings and all their quirks He is always working hard and planning for the next job ahead, I have never seen him sit down, he is a dynamo, a real asset. Finally, Finally or P.S. I want to minute our thanks to our unpaid employees who, people knowing no better would, call volunteers but like most volunteers and there are others in this room: that put in more hours a week than your average job requires and so I thank Belinda and Alan for all that they have done over the last year to keep this Communities dream a reality.

David Walsh, Chair

GILLINGHAM YOUTH FOUNDATION

1st September 2018 - 31st August 2019

PROFIT AND LOSS STATEMENT

		This year 2018/19	Prior year 2017-2018
<u>INCOME:</u>			
Sales: hire of rooms Sales Type A 4000		17,454.81	12,087.14
Sale of Assets: 4200		0	0
Other Income: 4900 donations, sponsorship, tombola		<u>3,997.50</u>	<u>13,473.33</u>
		21,452.31	25,560.47
<u>DIRECT EXPENSES:</u>			
Assets – cost	0001	0	0
Cost of sales – goods	5000	64.14*	0
Office equipment and IT	0030	731.94	769.68
<u>Overheads</u>			
Gas, water, electric	7200	9,275.02*	5,595.46
Rent & Rates	7100	0*	461.87
Office costs	7500	290.40	295.20
Health & Hygiene	8201	240.04	632.95
Yellow room project	8202	0	470.16
Legal and professional		0	0
Insurance	7610	1,194.77*	637.26
General expenses	8200	1,136.17*	1,533.60
Repairs and renewals	7800	595.96	0
Payroll costs	7001	228.00	220.00
PAYE (HMRC payments)	2210	1,710.64	1,675.20
Net Wages	2220	6,591.29	6,600.92
Other deductions	7009	125.00*	0
		<u>22,183.37</u>	<u>18,892.30</u>
NET PROFIT:		(731.06)	6,668.17
Reserves policy:		4,827.63	
<i>Based on total expenditure £19,310.49 (£22,183.37 less prior years arrears utility payments to DCC of £2872.88) divided by 12 months = £1,609.21 x 3 months = £4,827.63</i>			
Lloyds Opening Account Balance:		6,175.08	1,910.66
Lloyds Closing Account balance:		5,708.66	6,175.08
Variation		466.42	
Plus Trade debtors 1100		264.64	1,245.64
Less Trade creditors		0	688.96
Petty Cash in hand		0	63.59
		(731.06)	<u>6,668.17</u>

- ***Cost of sales** – goods - £64.14 wrongly allocated to Cost of Sales, should have been allocated to IT.
- ***gas,electric,water:** £9,275.02 – includes arrears payments to Dorset County Council of £4,551.04
- ***rates** – 100% council tax relief awarded by Dorset County Council
- ***insurance** – includes both contents and buildings insurance. Previous year 2016/17 it was only necessary to insure contents, buildings still covered by Dorset County Council.
- ***General expenses** – includes Fire & Safety.
- ***Other deductions** – refund to hirer of deposit to secure use of room.

Notes to the accounts

The period 2017/2018 saw inflated utility costs arising from arrears amounting to £4,551.04 to DCC for the prior year. These costs are now all paid.

Trade Debtors arising in 2017/18 have been either settled/written off in 2018/19.

Although donations and grants down on prior year, hire income has significantly increased to partly make up the shortfall.

Insurance and Utility costs have been the two main reasons for increased direct expenses. Having to pay the arrears to DCC and cost of buildings insurance.

Gross Income did not exceed the £25,000 threshold for independent examination of the accounts.

Large expenditure identified in 2020:

- Repairs to the rear porch due to a major leak which will involve replacement of the complete roof and repairs to cupboards below. Dorset County Council repairs did not solve the problem.
- Leak in sports hall roof.
- Heater repair in sports hall.