

Company Registration number: 06139222
Charity registration number: 1120763

**Whitehaven Harbour Youth Project
(A company limited by guarantee)**

Trustees' report and financial statements

For the year ended 31 March 2017

robinson+co

Chartered Accountants

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2017

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Whitehaven Harbour Youth Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2017

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2017.

Objectives and activities

The charity's mission statement is:-

'To give young people the opportunity to develop their potential, to understand themselves and others, to enjoy life and contribute positively to the world'

The project offers a diverse weekly program of youth centre based activities, a varied and exciting school holiday programme, a wide range of outdoor and adventure opportunities and a versatile high quality premises for a variety of community uses. We use our expertise to offer a contemporary and engaging youth work curriculum as well as a means of reaching out to new beneficiaries and to generate earned income.

Public benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. They are satisfied that their activities over the year accord with the aims and objectives and provide the appropriate public benefit.

Achievements and performance

The project celebrated its 20th anniversary in 2016. It has been an incredible journey for the organisation, as it has grown from relatively small beginnings to one of the largest providers of youth groups, sports and outdoor activities in the area. Annually the project now works with 1100+ young people between the ages of 7 and 25. It serves as a community facility to 20+ local groups and organisation and benefits from the support of 20+ community volunteers.

This year saw the continuation of a range of successful contracts including Street Games Doorstep Sports, UK Youth Active Youth Clubs as well as a one year U-Canoe initiative with British Canoeing that focused on engaging more young people in paddle sports. We provided a residential outdoor activity package for the National Citizenship Service (NCS) as well as welcoming back schools from previous years for end of term activity days, curriculum focussed adventures, and after school club delivery.

Our premises rental has continued to flourish and while the income generated remained largely the same as last year it's worth noting that the number of different client groups has continued to grow increasing the sustainability of this source of income.

2016 saw the appointment of a new Office Administrator, Clare France, as well as the appointment of an Apprentice for 12 months. The Apprentice was funded with thanks to the Cumbria Community Foundation and, funding permitting, we hope to continue appointing an apprentice annually going forward. The project continues to be supported by numerous volunteers and benefits from over 800 volunteer hours per year. Our thanks goes to all those who give up their time.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2017

Achievements and performance *(continued)*

The project team continue to work hard to ensure that as many people are aware of our services as possible. With thanks to funding via the Cumbria Community Foundation we were able to give our logo a facelift to ensure that it was technically compatible online and looked crisp and clean on printed media. Using the same funding we launched a new website, and employed the services of a graphic designer to publish a new glossy tri-fold leaflet. In addition our Facebook following has gone from strength to strength with a 59% increase in Likes over the last 12 months. We have also taken steps to be visibly more present in the community including new local fundraising events for activities including car washes and bric-a-brac stalls.

And finally this year saw the completion of the second year of a five year funding cycle from the Copeland Community Fund and the Big Lottery Reaching Communities Fund. The project committed to ambitious outcomes and milestones relating to young people and the community as part of these two streams of funding but is delighted to be able to report that it has met, and in some cases exceeded, what it set out to achieve.

Financial review

This year the project income was just over 8% higher than originally budgeted for, with expenditure remaining on budget. The increase in income was due to higher than expected earnings from sale of services to schools and other groups which can be largely attributed to the increase in the number of after school clubs, and the NCS summer delivery. Our charitable youth activity and fundraising income has generated more income than in previous years (48% increase on last year) and this is due to a review of the donations that we ask young people to make to our school holiday programme activities and to an increase in young people signing up for these activities.

The project received some generous donations this year which meant that the much valued annual Sailing Voyage, Edinburgh Climbing Trip, and Scotland Ski Trip were able to run again. All of these activities are supported by substantial fundraising activities of the participants.

The project remains reliant on grant funding for over half its annual turnover. The long term strategic aim is to increase earned income so that this reliance on grants can be reduced. The budget will continue to be tightly managed with this goal in mind and our 2016-2018 Business Plan reflects this.

Reserves policy

It is the policy of the Trustees to hold in designated reserves £55,000 for working capital.

Structure, governance and management

The charity has a board of directors who are also the trustees of the company and who are responsible for the overall management of the charity. There are 4 full time and 4 part time members of staff together with in excess of 15 active volunteers each year; many of whom have been involved in the project for many years both as young people and now as adults.

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 5 March 2007. The company was 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.

Whitehaven Harbour Youth Project

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2017

Structure, governance and management *(continued)*

Recruitment and appointment of trustees

Under the requirements of Memorandum and Articles of Association, trustees are elected by ordinary resolution. Trustees retire by rotation and may, if willing to act, be reappointed.

The board members are Trevor Monk, Bern Hellier, Kenneth George Bradford, Michael Priestley, Hugh Branney and Margaret Scott.

Risk management

The Trustees have reviewed all risks to which the charity is exposed and have taken steps to mitigate these risks where appropriate. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers and visitors.

Reference and administrative details

Registered charity name	Whitehaven Harbour Youth Project
Charity registration number	1120763
Company registration number	06139222
Principal office and registered office	The Harbour Swingpump Lane Whitehaven Cumbria CA28 7LZ
The trustees	Trevor Monk Bern Hellier Kenneth George Bradford Michael Priestley Hugh Branney Margaret Scott
Company secretary	Kenneth George Bradford
Accountants	robinson+co Chartered Accountants Oxford Chambers, New Oxford Street Workington CA14 2LR

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2017

Statement of trustee's responsibilities

The trustees (who are also the directors of Whitehaven Harbour Youth Project for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and 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; and
- 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

Small company provisions

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

The trustees' annual report was approved on 05 December 2017 and signed on behalf of the board of trustees by:

Trevor Monk
Trustee



Kenneth George Bradford
Charity Secretary

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Whitehaven Harbour Youth Project

Year ended 31 March 2017

I report on the financial statements for the year ended 31 March 2017, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes.

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 financial statements. 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. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales (ICAEW).

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 next statement.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Whitehaven Harbour Youth Project *(continued)*

Year ended 31 March 2017

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.



Mr Peter Ellwood FCA

Independent examiner

robinson+co
Chartered Accountants
Oxford Chambers
New Oxford Street
Workington
CA14 2LR

05 December 2017

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

31 March 2017

		Unrestricted funds	2017 Restricted funds	Total funds	2016 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	5	–	121,436	121,436	150,627
Charitable activities	6	63,882	–	63,882	61,273
Other trading activities	7	8,691	–	8,691	5,257
Investment income	8	24	–	24	31
Other income	9	805	–	805	1,400
Total income		<u>73,402</u>	<u>121,436</u>	<u>194,838</u>	<u>218,588</u>
Expenditure					
Expenditure on charitable activities	10,11	<u>106,635</u>	<u>108,094</u>	<u>214,729</u>	<u>217,341</u>
Total expenditure		<u>106,635</u>	<u>108,094</u>	<u>214,729</u>	<u>217,341</u>
Net (expenditure)/income and net movement in funds		<u>(33,233)</u>	<u>13,342</u>	<u>(19,891)</u>	<u>1,247</u>
Reconciliation of funds					
Total funds brought forward		91,645	236,063	327,708	326,461
Total funds carried forward		<u>58,412</u>	<u>249,405</u>	<u>307,817</u>	<u>327,708</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 9 to 20 form part of these financial statements.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Statement of Financial Position

31 March 2017

		2017	2016
		£	£
Fixed assets			
Tangible fixed assets	17	201,339	221,862
Current assets			
Debtors	18	15,083	29,871
Cash at bank and in hand		95,852	84,995
		<u>110,935</u>	<u>114,866</u>
Creditors: amounts falling due within one year	19	<u>(4,457)</u>	<u>(9,020)</u>
Net current assets		106,478	105,846
Total assets less current liabilities		307,817	327,708
Net assets		307,817	327,708
Funds of the charity			
Restricted funds		249,405	236,063
Unrestricted funds		58,412	91,645
Total charity funds	22	307,817	327,708

For the year ending 31 March 2017 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 financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 05 December 2017, and are signed on behalf of the board by:

Trevor Monk
Trustee



The notes on pages 9 to 20 form part of these financial statements.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2017

1. General information

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is The Harbour, Swingpump Lane, Whitehaven, Cumbria, CA28 7LZ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The charity has taken advantage of the exemption in FRS 102 Update Bulletin 1 from the requirement to produce a cashflow statements because it is a small company.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

3. Accounting policies *(continued)*

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Significant judgements

The judgements (apart from those involving estimations) that management has made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

Impairment of tangible fixed assets

The company is required to review fixed assets for impairment. Management make judgments about the condition of assets and review their estimated lives.

Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. The key assumptions and other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows:

The useful economic life of each category of fixed asset is assessed when acquired by the company. A degree of estimation is occasionally used in assessing the useful economic life of assets.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

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

Leasehold properties	-	Straight line over the life of the lease
Equipment	-	25% reducing balance
Motor vehicles	-	25% reducing balance

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

Basic financial instruments are initially recognised at the amount receivable or payable including any related transactions costs.

Current assets and liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

Whitehaven Harbour Youth Project

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Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

3. Accounting policies *(continued)*

Defined contribution plans *(continued)*

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

Whitehaven Harbour Youth Project is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Donations			
Donations	—	1,000	1,000
Grants			
NuGen Green Grant	—	338	338
Copeland Community Fund	—	30,000	30,000
Big Lottery Reaching Communities	—	79,000	79,000
Cumbria Community Foundation	—	5,540	5,540
Cumbria County Council Apprenticeship Grant	—	3,058	3,058
Sellafield Ltd Community Choices	—	1,000	1,000
Government Apprentice Grant	—	1,500	1,500
FLAG	—	—	—
Inspira	—	—	—
Cumbria County Council Universal Services Grant	—	—	—
	—	121,436	121,436

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

5. Donations and legacies (continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Donations			
Donations	1,151	2,100	3,251
Grants			
NuGen Green Grant	—	—	—
Copeland Community Fund	—	30,000	30,000
Big Lottery Reaching Communities	—	79,000	79,000
Cumbria Community Foundation	5,533	—	5,533
Cumbria County Council Apprenticeship Grant	—	—	—
Sellafield Ltd Community Choices	—	—	—
Government Apprentice Grant	—	—	—
FLAG	—	19,718	19,718
Inspira	8,750	—	8,750
Cumbria County Council Universal Services Grant	4,375	—	4,375
	<u>19,809</u>	<u>130,818</u>	<u>150,627</u>

6. Charitable activities

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Training and instruction fees	37,012	37,012	32,742	32,742
Room and equipment hire	26,870	26,870	28,531	28,531
	<u>63,882</u>	<u>63,882</u>	<u>61,273</u>	<u>61,273</u>

7. Other trading activities

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Youth activity and fundraising income	3,428	3,428	1,781	1,781
Youth club and shop income	5,263	5,263	3,476	3,476
	<u>8,691</u>	<u>8,691</u>	<u>5,257</u>	<u>5,257</u>

8. Investment income

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Bank interest receivable	24	24	31	31

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

9. Other income

	Unrestricted Funds £	Total Funds 2017 £	Unrestricted Funds £	Total Funds 2016 £
Miscellaneous income	805	805	1,400	1,400

10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Support costs	106,635	108,094	214,729

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £
Support costs	64,297	153,044	217,341

11. Expenditure on charitable activities by activity type

	Support costs £	Total funds 2017 £	Total fund 2016 £
Youth projects	214,729	214,729	217,341

12. Analysis of support costs

	Total 2017 £	Total 2016 £
Staff costs	130,449	126,567
Premises costs	21,758	24,017
Communications and IT	1,123	1,122
General office costs	3,780	4,351
Accountancy fees	1,104	1,074
Other professional fees	2,301	440
Repairs and maintenance	6,445	3,515
Insurance	2,831	2,672
Motor and travel expenses	4,548	3,128
Activity support costs	12,352	22,432
Freelance fees and training	4,421	3,704
Membership and subscriptions	1,314	886
Depreciation and impairment	22,303	23,433
	214,729	217,341

Whitehaven Harbour Youth Project

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Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

13. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2017 £	2016 £
Depreciation of tangible fixed assets	<u>22,303</u>	<u>23,433</u>

14. Independent examination fees

	2017 £	2016 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	1,104	1,074
Other financial services	<u>1,176</u>	<u>228</u>
	<u>2,280</u>	<u>1,302</u>

15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2017 £	2016 £
Wages and salaries	124,273	119,594
Social security costs	5,253	6,973
Employer contributions to pension plans	<u>923</u>	<u>—</u>
	<u>130,449</u>	<u>126,567</u>

The average head count of employees during the year was 8 (2016: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2017 No.	2016 No.
Number of management staff	1	1
Number of support staff	<u>7</u>	<u>6</u>
	<u>8</u>	<u>7</u>

No employee received employee benefits of more than £60,000 during the year (2016: Nil).

16. Trustee remuneration and expenses

The Trustees neither received nor waived any emoluments during the year.

During the year £nil (2016 - £nil) out of pocket expenses were reimbursed to trustees.

Whitehaven Harbour Youth Project

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Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

17. Tangible fixed assets

	Land and buildings £	Motor vehicles £	Equipment £	Total £
Cost				
At 1 April 2016	334,909	19,194	46,113	400,216
Additions	—	—	1,780	1,780
At 31 March 2017	334,909	19,194	47,893	401,996
Depreciation				
At 1 April 2016	131,960	8,397	37,997	178,354
Charge for the year	17,130	2,699	2,474	22,303
At 31 March 2017	149,090	11,096	40,471	200,657
Carrying amount				
At 31 March 2017	185,819	8,098	7,422	201,339
At 31 March 2016	202,949	10,797	8,116	221,862

18. Debtors

	2017 £	2016 £
Trade debtors	2,681	7,562
Other debtors	12,402	22,309
	15,083	29,871

19. Creditors: amounts falling due within one year

	2017 £	2016 £
Trade creditors	—	1,164
Social security and other taxes	2,060	2,130
Other creditors	2,397	5,726
	4,457	9,020

20. Deferred income

	2017 £	2016 £
Amount deferred in year	455	4,058

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

21. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £923 (2016: £nil).

22. Analysis of charitable funds

Unrestricted funds

	At 1 April 2016 £	Income £	Expenditure £	At 31 March 2017 £
General funds	36,645	73,402	(106,635)	3,412
Designated Fund	55,000	—	—	55,000
	<u>91,645</u>	<u>73,402</u>	<u>(106,635)</u>	<u>58,412</u>

The company's designated unrestricted funds are designated for working capital.

The company's general unrestricted funds can be used, with the approval of the company's Board, to fund any expenditure which falls within the company's general aims and objectives.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

22. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2016 £	Income £	Expenditure £	At 31 March 2017 £
General Restricted Funds	221,063	–	(21,658)	199,405
Cumbria County Council	–	3,058	(3,058)	–
Cumbria Community Foundation	–	5,540	(5,540)	–
CCF High Sheriff	–	1,000	(1,000)	–
Copeland Community Fund	15,000	30,000	(37,500)	7,500
Big Lottery Reaching Communities	–	79,000	(39,000)	40,000
Apprentice Government Grant	–	1,500	–	1,500
NuGen Green Grant	–	338	(338)	–
Sellafield Ltd Community Choices	–	1,000	–	1,000
	<u>236,063</u>	<u>121,436</u>	<u>(108,094)</u>	<u>249,405</u>

The company's general restricted funds relate to various grants received for the purchase of tangible fixed assets.

The purpose of the Cumbria County Council fund is to contribute towards the salary of an outdoor education apprentice.

The Cumbria Community Foundation fund includes Foundation grants which contribute towards essential revenue costs for universal youth work delivery and Shepley Group grants which assisted with the development of advertising materials including new website and modernisation of logo.

The purpose of the Cumbria Community Foundation High Sheriff Award is to support disadvantaged young people to participate in a range of outdoor and sporting activities.

The Copeland Community Fund is an annual revenue grant covering salaries and associated costs to support the delivery of the project.

The purpose of the Big Lottery Reaching Communities grant is to contribute towards salaries and associated costs, general running costs, training, travel, equipment renewals and beneficiary expenses.

The purpose of the Government Apprentice Grant for Employers (AGE) is to contribute towards the costs of employing an outdoor education apprentice.

The purpose of the NuGen Green Grant is to support work with young people developing a local environmental plan that will improve outdoor spaces.

The Sellafield Ltd Community Choices fund relates to a donation received as part of the charity's participation in the 'Community Choices' campaign. The funding is to be used towards the development of the climbing wall/sports hall facilities.

Whitehaven Harbour Youth Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2017

23. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Tangible fixed assets	1,934	199,405	201,339
Current assets	60,935	50,000	110,935
Creditors less than 1 year	(4,457)	—	(4,457)
Net assets	<u>58,412</u>	<u>249,405</u>	<u>307,817</u>