Company no : Charity no § 10236576 1172247

# **Barking & Dagenham Youth Zone**

Trustees' Report and Financial Statements For the year ended 31 March 2018



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Trustees' Report and Financial Statements For the year ended 31 March 2018

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Trustees' Report and Financial Statements For the year ended 31 March 2018

The Trustees, who are also Directors of the company, present their Directors' report for the purposes of section 417 of the Companies Act 2006 and Trustees' Annual Report for the purposes of section 162 of the Charities Act 2011 together with the Financial Statements of the Charity for the period ending 31 March 2018.

## 1 Reference and administrative details

Barking & Dagenham Youth Zone was incorporated on 16 June 2016 (Company registration number : 10236576) as a company limited by guarantee and registered as a Charity on 24 March 2017 (Charity registration number : 1172247).

## Trading name

**Future** 

## **Registered office**

Atria

Spa Road

**Bolton** 

BL1 4AG

#### **Directors & Trustees**

The Directors and Trustees of the Charity who served during the period and were:

C. Mindenhall

A. Bristow

Resigned 15 May 2018

M. Ward

Resigned 17 November 2017

J. Masraff

F. Jokic

D. Phillips

Appointed 15 January 2018

Cllr. M. Worby was also appointed as a Director and Trustee after the Year End on 5 July 2018

## **Chief Executive**

Gavin Evans

Appointed 3 July 2017

## Independent examiner

M G Garrett FCA Kay Johnson Gee LLP 1 City Road East Manchester M15 4PN

## Web-site

www.futureyouthzone.org

Trustees' Report and Financial Statements . For the year ended 31 March 2018

#### 2 Who we are

Barking & Dagenham Youth Zone, named by young people as 'Future', will be a purpose-built facility for the borough's young people aged 8 – 19, and up to 25 for those with disabilities.

The Youth Zone will be located in Parsloes Park, where Porters Avenue meets Gale Street, and is expected to be completed in Spring 2019.

Barking & Dagenham Youth Zone will join a network of similar independent youth organisations that all share the same principles, developed by the Charity OnSide Youth Zones, which is building 21st century youth facilities across the UK. Youth Zones are based upon a proven model, which has been established in several other towns and cities across the country, and young people from Barking and Dagenham will have access to a variety of fantastic activities for a cost of only £5 for an annual membership and 50p per visit. The Youth Zone will provide a safe environment, where young people can spend their leisure time, helping each young person to raise their aspirations, as well as improve their physical and mental health. Up to 20 different activities will take place each night, such as football, boxing, dancing, climbing, creative arts, music, drama and employability training – all for just 50p per visit.

The OnSide Youth Zone model uses a unique partnership approach; drawing together the Local Authority, private sector businesses, young people and the wider local community. This partnership approach aims to establish the Youth Zone right in the heart of the community for the long term, whilst meeting the needs of young people today. Barking & Dagenham Youth Zone is currently experiencing a period of intense activity; construction steps up as the steel frame nears completion, whilst the development phase of the (softer) infrastructure brings together multiple workstreams to ensure the organisation is built on a solid foundation; revenue fundraising for the first 3 years of operation, Board development (expanding the Board to cover a portfolio of activities and skills), marketing and brand management, senior staff recruitment and engagement with multiple local partners to pave the way for a success Youth Zone opening is all in full swing.

#### 3 Structure, governance and management

## 3.1 Governing Document

Barking & Dagenham Youth Zone is a company limited by guarantee without share capital and registered under the Companies Act 2006, registration number 10236576. The company is governed by its Memorandum and Articles of Association dated 16 June 2016. Management of the company's affairs is vested in the co-Directors. It is a Charity registered with the Charity Commission on 24 March 2017.

In the event of a winding-up, the present members and those who have ceased to be a member within one year of such an event have guaranteed the liabilities of the company to the sum not exceeding ten pounds each.

## 3.2 Recruitment and appointment of Trustees (Directors)

The first Directors were the subscribers to the memorandum as notified to Companies House as the first Directors of the Charity. A person appointed as a Director thereupon becomes a Member of the Charity and a Directors who ceases to hold office for any reason thereupon ceases to be a Member of the Charity. Directors have the power to appoint, by ordinary resolution, any person to be a Director who is willing to act as such. New Directors will be recruited according to the needs of the Charity and the suitability of possible candidates. A unanimous approval of existing Directors would lead to their appointment.

The Memorandum and Articles of Association states that the number of members (Directors) shall have no maximum and shall not be less than three. At the first Annual General Meeting all Directors must retire and seek re-election. At each subsequent Annual General Meeting one third of the Directors are required to retire by rotation and seek re-appointment if they wish to continue.

The Members of the Charity are its Directors for the time being and the only persons eligible to be Members of the Charity are its Directors.

Full details of the rules are contained in the company's Memorandum and Articles of Association, dated on incorporation on 16 June 2016, which may be inspected at the Barking & Dagenham Youth Zone registered office.

Trustees' Report and Financial Statements For the year ended 31 March 2018

#### 3.3 Organisational Structure

Barking & Dagenham Youth Zone is governed by its Trustee Board which is responsible for setting the strategic direction of the organisation and the policy of the Charity. The Trustees carry the ultimate responsibility for the conduct of Barking & Dagenham Youth Zone and for ensuring that the Charity satisfies its legal and contractual obligations. Trustees meet approximately every two months and may delegate the implementation of their decisions or day-to-day operation of the organisation to senior management, any employee of the Charity, person or committee as they see fit. Any committee must include at least one Trustee. The Trustee Board is independent from management.

Decisions are determined by a simple majority of votes. In the case of an equality of votes the Chairman of the meeting has the casting vote.

#### Risk management

The Trustees have considered the major risks to which the Charity is exposed and have established suitable risk management and control procedures.

#### Related party transactions

There were no transactions with related parties required to be disclosed in the financial statements.

#### 4 Objective and activities

Barking & Dagenham Youth Zone's objects are to help and educate children and young people resident in Barking & Dagenham and surrounding areas through their leisure time activities by promoting their full physical and spiritual potential in order that they may grow to full maturity as individuals and members of society and their conditions of life may improve.

#### 5 Achievements during the period

We are indebted to the capital funders and founder patrons who have committed to support the Youth Zone during this period. London Borough of Barking & Dagenham (LBBD) have committed their support to the capital project and have provided half of the finances needed for the construction of the facility, as well as providing leadership in their role as a major strategic partner. The Queen's Trust and The Jack Petchey Foundation have also each committed an amazing £1.5m of capital funds; together, these strategic partners are instrumental in driving the project forward; including attracting a new capital funder more recently - the Seroussi Foundation (in partnership with the UBS Optimus Foundation).

The Founder Patron campaign, which provides operating revenue for the Youth Zone continues at pace. The Founder Patron family now includes Paula Hawkins, Fresh Wharf Estates, Squibb Group, Bridges Impact, the Queens Trust, the Seroussi Foundation, and Maria Marina Foundation. This group is growing and we are moving positively towards our target of securing 25 Founder Patrons prior to opening.

In 2017/18, the Charity's main achievements were:

- To appoint new Trustees/Directors with the skills and capabilities required to oversee the Charity;
- To develop detailed designs and plans for the new facility which received planning permission during 16/17;
- To raise the full capital funding (£6.15m) required to develop the new facility;
- To recruit a suitably qualified Chief Executive to oversee the operational management of the Charity;
- To raise over £1.59m of committed revenue funding towards operating expenditure for the pre-opening period and the first three years following opening;
- To develop and work with a Young People's Development Group made up of local young people who have informed the development of the programme and acted as the Charity's ambassadors; and
- To establish a communications platform for the new Charity including a website, twitter account and other social media activities.

Barking & Dagenham Youth Zone enjoys the support of OnSide Youth Zones (charity number 1125893) in its development and will become a member of the growing OnSide network of Youth Zones.

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## **Barking & Dagenham Youth Zone**

Trustees' Report and Financial Statements For the year ended 31 March 2018

#### 6 Public benefit

All the activities of the Charity (as summarised above) were undertaken to further its charitable purposes for public benefit. The provision of a high-quality borough-centre facility for young people responds to a clear, ongoing demand from young people, parents and wider communities for more and better places for young people to go. Although providing a service to all young people, Barking & Dagenham Youth Zone will focus on attendance and participation by young members across the entire community who will be able to enjoy affordable access to all the opportunities that the facilities will provide. This will lead to improved achievements and enhanced aspirations amongst young members of the local community. They will be happier, healthier and make more constructive use of their leisure time which consequently will help reduce nuisance and anti-social behaviour. Longer term public benefits will include improved health, reduced crime, enhanced learning and employability and greater community cohesion.

The Trustees of Barking & Dagenham Youth Zone believe they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission.

#### Volunteers' contribution

Throughout the period all members of the Board of Trustees made invaluable voluntary contributions to the Charity's work in terms of governance, professional and business experience, financial planning, fundraising and leading initiatives across the project. Such contributions were, on average, equivalent to one full day each calendar month.

#### Investment Activities

Under the memorandum and articles of association, the charitable company has the power to make any investment which the Trustees see fit. Investments are made where required to further the aims and objects of the Charity. Currently, the Charity does not currently hold any investments other than cash on deposit with Svenska Handelsbanken.

## 7 Financial review

A summary of the results is shown below:	2018 £	2017 £
Incoming resources Outgoing resources	828,657 (177,344)	511,000 (9,117)
Net incoming resources	651,313	501,883

## **Reserves Policy**

The Charity has secured the funding to complete the construction of the Youth Zone and the Founder Patron (revenue) campaign is well underway. The Trustees have prepared projections of the operating costs once completed. The Board of Trustees of Barking & Dagenham Youth Zone has established a reserves policy which appropriately reflects the risks to which the Charity is exposed. Once the Youth Zone is operating and in compliance with such policy, it will review regularly both the sum it wishes to hold in reserves in the unrestricted budget and the basis for that figure. The reserves policy does not consider expenditure which is linked to restricted projects and therefore covered by restricted funds.

In reviewing the potential costs that could arise should a significant reduction in income be incurred, the Trustees have determined that unrestricted, 'free', reserves should be maintained at approximately 3 months running costs. The Trustees manage Barking & Dagenham Youth Zones' finances so that an adequate level of reserves can be maintained in compliance with the reserves policy. At 31 March 2018 this was £137,196, this amounts to approximately 9 months' cover given the current stage of the project during this pre-opening stage.



Trustees' Report and Financial Statements For the year ended 31 March 2018

## 8 Principal Funding Sources

The Directors wish to record their thanks to all those individuals and companies who have made donations or pledged their support to the work of the Charity; the London Borough of Barking & Dagenham (LBBD), The Queen's Trust, the Jack Petchey Foundation and the Seroussi Foundation. We also received generous revenue donations from Fresh Wharf Estates, the Squibb Group, Bridges Impact Foundation, the Maria Marina Foundation and Paula Hawkins.

#### 9 Future plans

Practical Completion of this exciting facility is scheduled for Spring 2019, with the official launch anticipated shortly thereafter.

The Youth Zone currently employs two members of staff, the Chief Executive and a local Youth & Community Worker, and is set to ramp up recruitment in late 2018. The full Youth Zone team, along with an army of volunteers, will be recruited and inducted ready for opening in Spring 2019.

Future already benefits from a Board of experienced and committed Trustees. To build on this, and in preparation for full operation, the organisation will continue to expand the Board of Directors / Trustees including portfolios for finance, legal, safeguarding, HR, etc. who will provide effective governance, oversight and support across the full spectrum of Youth Zone operations and activities.

Trustees' Report and Financial Statements For the year ended 31 March 2018

#### 10 Statement of Trustees' responsibilities

The Trustees (who are also the Directors of Barking & Dagenham Youth Zone 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 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 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 business.

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 financial statements comply with current statutory requirements, the company's Memorandum and Articles of Association and the Charities SORP.

The Trustees report was approved and was signed on behalf of the Trustees by :

C. Mindenhall

Chair: Company Director and Trustee

15th October 2018



Independent Examiner's Report
For the year ended 31 March 2018

I report on the financial statements of the company for the year ended 30 November 2016 as set out on pages 8 to 13.

This report is made solely to the Charity's Trustees, as a body, in accordance with Section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work, for this report, or for the opinions I have formed.

#### Respective responsibilities of Trustees and examiner

The Charity's Trustees (who are also the Directors of the company for the purposes of company law) are responsible for the preparation of 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 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 financial statements 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 where 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements 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:

- a) 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 financial statements which accord with the accounting records and to comply with the
    accounting requirements of the 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

 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

1 City Road East Manchester M15 4PN Michael Garrett (Senior Statutory Auditor)
For and on behalf of **Kay Johnson Gee LLP**Statutory Auditors and Chartered Accountants

15th October 2018

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Statement of Financial Activities For the year ended 31 March 2018

	Note	Unrestricted 2018	Restricted 2018	TOTAL 2018	2017
		2018 £	£ 2018	£ £	2017 £
INCOME		-	-	_	L
Donations and legacies					
- Donations	3	278,457	55 <b>0,0</b> 00	828,457	511,000
Investment income					
- Bank interest		200	-	200	
Total income		278,657	550,000	828,657	511,000
EXPENDITURE	·				AD
Expenditure on Charitable Activities					
- Project costs		121,081	-	121,081	-
<ul> <li>Trips &amp; residentials</li> </ul>		1,080	-	1,080	-
- Operating costs		52,683	-	52,683	6,867
- Governance costs	•:	2,500	•	2,500	2,250
Total Expenditure	·	177,344	-	177,344	9,117
Net income	7	101,313	550,000	651,313	501,883
Fund balance at 1 April 2017		35,883	466,000	501,883	-
und balance at 31 March 2018	ţ	137,196	1,016,000	1,153,196	501,883

The statement of financial activities includes all gains and losses in the period.

All income and expenditure derive from continuing activities.



Balance Sheet
As at 31 March 2018

		<del></del>	
•	Note	2018	2017
		£	£
Fixed assets	·		
Tangible assets	8	823,304	414,150
Current assets			, ,
Debtors	10	829	89,983
Cash at bank & in hand		345,938	
		346,767	89,983
Creditors : amounts failing due within one year	11	(16,875)	(2,250)
Net current liabilities		329,892	87,733
Net assets		1,153,196	501,883
FUNDS			
Unrestricted funds	13	137,196	35,883
Restricted funds	13	1,016,000	466,000
		1,153,196	501,883

The Directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act. The Directors acknowledge their responsibility for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2018 and of its profit for the period then ended in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the company.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company

The financial statements on pages 8 to 13 were approved by the Board of Trustees and signed on its behalf by:

C. Mindenhall

Chair: Company Director and Trustee

15th October 2018



Notes to the Financial Statements For the year ended 31 March 2018

#### 1 General information

Barking & Dagenham Youth Zone is a charitable company limited by guarantee in the United Kingdom. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity. The address of the registered office is given in the Charity information on page1 of these financial statements. The nature of the Charity's operations and principal activities are to build, deliver and sustain a network of youth zones.

The Charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) issued 16 July 2014, the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

#### 2 Accounting policies

## i. Basis of preparation

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the Charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### ii. 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.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### iii. Income recognition

All income is included in the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

Expenditure is recognised on an accruals basis as a liability is incurred.

## Charitable expenditure

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### Governance costs

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 Statement of Financial Activities 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.



Notes to the Financial Statements For the year ended 31 March 2018

#### v. Tangible fixed assets

Fixed assets costing more than £250 are capitalised and included on the balance sheet at cost. These reflect the initial planning and development costs of the asset under construction.

Fixed assets are depreciated so as to write off the cost or valuation, less anticipated residual value, over their anticipated useful lives, subject to annual review, as follows:

Youth Zone leasehold property

Over the period to which the lease relates

Fixtures and equipment

Over 10 years

Assets under construction are not depreciated until they are brought into use.

## vi. Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

3	Donations	Unrestricted 2018 £	Restricted 2018 £	TOTAL 2018 £	2017 £
	Donations - capital	-	550,000	550,000	466,000
	Donations - general	1,900	-	1,900	45,000
	Grants, trusts & foundations	220,307	-	220,307	-
	Founder patrons	56,250	<u>.</u>	56,250	
		278,457	550,000	828,457	511,000
4	Operating costs	Unrestricted 2018	Restricted 2018	TOTAL 2018	2017
		£	£	£	£
	Staff costs	42,786	-	42,786	-
	Staff travel	5,318	-	5,318	-
	Staff DBS checks	24	-	24	-
	Telephone	174	-	174	-
	Computer costs	1,769	-	1,769	-
	Legal & professional fees	253	• •	253	-
	Insurance	548	-	548	-
	Hospitality	. 35	-	35	-
	Marketing costs	1,978	-	1,978	3,265
	Bank charges	17	-	17	2, <del>9</del> 46
	Sundry expenses	(219)		(219)	656
		52,683		52,683	6,867

## 5 Taxation

Barking & Dagenham Youth Zone is a registered Charity. All the company's income is applied to its charitable objectives and the Company is therefore exempt under current legislation from most forms of taxation.

## 6 Trustee remuneration and expenses

No remuneration has been paid to the Trustees during this period.

Notes to the Financial Statements For the year ended 31 March 2018

Net income		2018 £	2017 1
Net income / movement in funds is stated after charging :			
Independent examiners' fees	-	2,500	2,250
Tangible fixed assets	Leasehold Property	Fixtures & equipment	TOTAL
Cost	£	£	£
At 1 April 2017 Additions	414,150 408,172	- 982	414,150 409,154
At 31 March 2018	822,322	982	823,304
Depreciation			
At 1 April 2017 Charge for the year	-	-	-
At 31 March 2018		_	_
Net book value			
At 31 March 2018	822,322	982	823,304
At 1 April 2017	414,150	<del>-</del>	414,150
At 31 March 2018, the property is still under construction. Constru to continue until February / March 2019.	ction commenced in	n January 2018 a	and is likely
Capital commitments		2018 £	2017 £
Contracted for	<del></del>	3,932,249	-
Debtors		2018	2017
		£	£
· · · · · · · ·			20 00
OnSide Youth Zone Other debtors		200	89,983
OnSide Youth Zone Other debtors Prepayments		200 629	- - -

Notes to the Financial Statements For the year ended 31 March 2018

11	Creditors : amounts falling due within one year	2018	2017
		£	£
	Trade Creditors	5,572	-
	Other creditors	7,217	-
	Accruals	4,086	2,250
		16,875	2,250

## 12 Movement in funds

The movement in funds is shown on the Statement of Financial Activities. All of the restricted funds represent amounts received for the construction and development of the new Youth Zone facilities.

13	Analysis of net assets between funds	Unrestricted funds <b>2018</b> £	Restricted funds 2018 £	Total funds <b>2018</b> £	2017 £
	Tangible fixed assets Net current assets	982 136,214	822,322 193,678	823,304 329,892	414,150 87,733
		137,196	1,016,000	1,153,196	501,883

All of the restricted funds represent amounts received towards the development and construction of the new Youth Zone.

## 14 Control

There is no ultimate controlling party.