

# **Twyford District Youth & Community Centre**

## **Chairman's Report for Year Ended 30<sup>th</sup> September 2018**

On behalf of the Trustees I would like to welcome you all to the Fifth Annual General Meeting of the Twyford District Youth & Community Centre following the commencement of our tenure at this Youth Centre on the 1<sup>st</sup> October 2013.

Continuing from October 2017 the Twyford District Youth & Community Centre has been able to provide Youth Club Services to the children of Twyford and surrounding areas and at the same time we have been open for local groups to hire for indoor sports, children's parties and other local activities. The income from these activities helps to defray our costs in running a full Youth Service. This year has seen a further year of consolidation with our Youth Club Members and other Activities. I am pleased to report that, as in previous years, the numbers of children attending the various sessions of the Youth Club have again increased. I note that our reputation appears to be growing and for that I thank all those who attend these sessions and help.

Although Wokingham Borough Council noted that there were no funds available to continue running the Youth Centre the Trustees have managed to agree with them that they fund necessary improvements, maintenance and ongoing service agreements to the Youth Club Building to both bring the structure up to current standards and to maintain all our existing services. Wokingham Borough Council has replaced the lights with energy saving LED lighting and the Trustees expect to be able to persuade Wokingham Borough Council to replace the hall lighting similarly in the near future.

The current Trustees are John L Jarvis, Dave Turner, Ian Livesey, Kathy Peck and James Fort. As is required by our Constitution two of our Trustees John L Jarvis and Dave Turner are retiring as Trustees but I am pleased to note that they are willing to offer themselves for re-election. I would further note that according to our Constitution this Charitable Incorporated Organisation is allowed to have up to 12 Trustees. If anyone wishes to put their name forward I would be able to explain what is required and to agree how they can help us for the future. I would also like to welcome James Pennington, Matt and Sam Steel to our Trustee's Meetings and I thank them for all their suggestions and hard work during this past year.

During the year our Youth Club has been able to continue with ideas for fund raising such as the Teddy Bears Picnic, the Colour Run, a stall at the Donkey Derby and other events. I am

grateful to their leaders for promoting such activities which should I hope encourage other children to join the fun.


I am also pleased to confirm that we have converted part of the changing rooms into a kitchen for use by those hiring the Sports Hall and, via an outside hatch, those using the Sports Field on a Saturday morning. Currently teas, coffee and bacon rolls and sandwiches are available every Saturday morning. This kitchen and Saturday morning cafe have been a huge success for which we have to thank Kathy Peck and Dave Turner.

As Chairman I would like to thank our Secretary, Kathy Peck, for all the time she has put in to make sure we are successful and I can truly say that without her input and dedication we would not be where we are now.

I would further like to thank Dave Turner, Deputy Chairman, and Ian Livesay, Facilities Coordinator, for their unstinting efforts to keep the building functioning and recommending improvements for a more economic building.

I would also thank James Fort for his role as legal advisor and Treasurer for looking after our finances and pushing forward the formation of the Charity and the Interim Lease and Licence to Occupy with Wokingham Borough Council. This Interim Lease is now complete and we are waiting for the other parties to confirm that they have agreed and signed the Lease so that it can be dated.

In conclusion I would note that the end of our fifth year of trading should be viewed as our successful transition from an idea to take over the Youth Club from Wokingham Borough Council to a thriving and very active Youth Club. The Trustees now need to complete the taking over of the Head Lease from Wokingham Borough Council with Twyford Parish Council so that the Trustees are in complete control of our future as a Youth and Community Centre. The Trustees also need to increase our revenues so that when the Youth Club requires funding for new initiatives the funds are there to help them and increase the prime object of this Charity.



John L Jarvis  
Chairman of Trustees

Date: 04/11/2018  
Time: 09:46:16

**TWYFORD AND DISTRICT YOUTH CENTRE**

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**Balance Sheet**

From: Month 1, October 2017  
To: Month 12, September 2018

Chart of Account: Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Fixed Assets</b>			
Office Equipment	289.98	418.98	
Furniture and Fixtures	1,223.82	1,223.82	
Pop up Kitchen	0.00	5,535.55	
	1,513.80		7,178.35
<b>Current Assets</b>			
Debtors	(1,448.34)	4,086.18	
Deposits and Cash	(192.73)	1,460.56	
Bank Account	15,012.29	53,496.21	
	13,371.22		59,042.95
<b>Current Liabilities</b>			
Creditors : Short Term	861.33	1,160.97	
	861.33		1,160.97
<b>Current Assets less Current Liabilities:</b>	12,509.89		57,881.98
<b>Total Assets less Current Liabilities:</b>	14,023.69		65,060.33
<b>Long Term Liabilities</b>			
	0.00		0.00
<b>Total Assets less Total Liabilities:</b>	14,023.69		65,060.33
<b>Capital &amp; Reserves</b>			
Funds	(97.50)	50,939.14	
P&L Account	14,121.19	14,121.19	
	14,023.69		65,060.33



**Profit and Loss**

**From:** Month 1, October 2017  
**To:** Month 12, September 2018

**Chart of Accounts:** Twyford District Youth Centre [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>
<b>Sales</b>		
Donations Received	5,368.19	5,368.19
West Berks Co Donation	3,750.00	3,750.00
Advertising	566.60	566.60
Tuck Shop	1,342.78	1,342.78
Pop Up Cafe Sales	2,892.05	2,892.05
Fund Raising	20.10	20.10
Christmas Fayre-Fundraising	601.00	601.00
Colour Run	863.84	863.84
5 Trips	221.00	221.00
Donkey Derby	495.94	495.94
Beer Fest	250.00	250.00
Twyfest Activities	100.00	100.00
Scouts Fun Run	145.00	145.00
Hall Hire Income	24,105.35	24,105.35
Subscriptions	1,486.33	1,486.33
	42,208.18	42,208.18
<b>Purchases</b>		
General Expenses	1,284.16	1,284.16
Pop Up Kitchen Supplies	1,001.06	1,001.06
Pop up Kitchen Work	16.00	16.00
Staff Training	375.00	375.00
Youth Centre Trips	13.35	13.35
Friday Night Trips	1,474.79	1,474.79
	4,164.36	4,164.36
<b>Direct Expenses</b>		
Donkey Derby Expenses	118.12	118.12
Colour Run Expenses	665.81	665.81
Tuck Shop Purchases	965.16	965.16
Christmas Fayre Expenses	35.00	35.00
Miscellaneous Purchases	272.50	272.50
	2,056.59	2,056.59
<b>Gross Profit/(Loss):</b>	<b>35,987.23</b>	<b>35,987.23</b>
<b>Overheads</b>		
Water Rates	490.13	490.13
General Rates	857.82	857.82
Premises Insurance	310.60	310.60
Entertainment	156.78	156.78
Advertising	850.00	850.00

Date: 15/12/2018  
Time: 11:39:46

**TWYFORD AND DISTRICT YOUTH CENTRE**

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**Profit and Loss**

From: Month 1, October 2017  
To: Month 12, September 2018

Chart of Accounts: Twyford District Youth Centre [PARTIAL]

	<u>Period</u>	<u>Year to Date</u>	
Printing	72.58	72.58	
Postage & Carriage	17.60	17.60	
Broadband	614.99	614.99	
Stationery	69.60	69.60	
Repairs & Renewals	386.10	386.10	
Cleaning	3,773.15	3,773.15	
Waste Management	353.32	353.32	
Premises Expenses	305.10	305.10	
Premises Expenses	40.00	40.00	
Travel Fees	170.00	170.00	
Audit & Accountancy Fees	200.00	200.00	
Professional Fees-Youth Workers	9,106.50	9,106.50	
	17,774.27	17,774.27	
<b>Net Profit/(Loss):</b>	<b>18,212.96</b>	<b>18,212.96</b>	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

TWYFORD YOUTH & COMMUNITY CENTRE

On accounts for the year  
ended

SEPT 18

Charity no  
(if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 30/09/2018

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation  
of the accounts in accordance with the requirements of the Charities Act  
2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out  
under section 145 of the 2011 Act and in carrying out my examination, I  
have followed the applicable Directions given by the Charity Commission  
under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have  
come to my attention (other than that disclosed below \*) in connection with  
the examination which gives me cause to believe that in, any material  
respect:

- accounting records were not kept in accordance with section 130 of  
the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection  
with the examination to which attention should be drawn in order to enable a  
proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

R. Carey

Date:

21.6.19.

Name:

RACHEL CAREY

Relevant professional  
qualification(s) or body  
(if any):

AAT.

Address:

24 HILLTOP ROAD

TWYFORD, READING

RG26 2EJ 9BN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.