

# **Whitefield Youth Association**

**Charity Number 1136520**

## **Annual Report and Financial Statements**

**Year ended 31<sup>ST</sup> March 2019**

# **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

## **Reference and administrative details**

Trustees	Samina Kausar Zulfikar Ali Khan Ghazanfar Akram M. Javed Khan Irfan Zia Khan Saqab Hussain
Project Manager	Hamid Khan
Principal address	203 Every Street Nelson Lancashire BB9 7BS
Bankers	HSBC 16 Manchester Road Burnley Lancashire
Registered Charity Number	1136520
Independent Examiner	M R Heaton FCCA FCIE DChA KM Business Solutions Ltd 1 <sup>st</sup> Floor, Block C The Wharf Manchester Road Burnley BB11 1JG

## **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

### **TRUSTEES ANNUAL REPORT**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2019.

### **OBJECTIVES AND ACTIVITIES**

#### **The objects of the charity are:**

The relief of sickness and the preservation of health among people residing permanently or temporarily in Lancashire and the North West of England.

2. To develop the capacity and skills of the members of the BME community and other disadvantaged communities of the North West of England in such a way that they are better able to identify, and help their needs and to participate more fully in society.

3. To advance in life and relieve needs of young people through:

(a) the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;

(b) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals

#### **Objectives and aims**

Whitefield Youth Association's aims are:

1. To work with disaffected young people and the wider community, with specific emphasis on those on the fringes of marginalisation and deprivation.
2. To create more effective mechanisms of engagement between these young people and the wider Community.
3. To develop the social value of each individual and their respective skill-sets.
4. To promote Community Cohesion & Integration from a wider community perspective.
5. To develop more understanding and culturally aware locally communities that contribute to the Wider cohesion issues.

#### **Public benefit**

The trustees confirm that we have paid due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake.

The remainder of this Annual Report explains the charity's work during the year and how it has been carried out for the public benefit.

## **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

TRUSTEES ANNUAL REPORT (continued)

### **ACHIEVEMENTS & PERFORMANCE**

1. Whitefield Youth Association, (WYA), for the financial period April 2018 – 19, continued to provide service provision to disadvantaged children and young people who live in Burnley & Pendle through the charity's core programmes: namely Strike 4 Life, Kick Start, G.R.E.A.T (Gang Resistance Education And Training) and Tackle Life.

Despite minimal funding being secured the charity has been able to maintain its current delivery model for this financial year through the established partnerships it has formed over a number of years, continuing to reach similar numbers of young people as in previous years. The unrestricted reserves that the charity generates through its projektsywa initiatives have contributed towards meeting the costs of delivery of these programmes.

2. In terms of the charity's financial position there is no funding currently secured towards the salaried position which came to an end in 2018 that had been secured from The Tudor Trust. Further the funds towards programme delivery costs will be coming to an end in the current financial year. The Trustees alongside the Programme Manager have been continuing to work extremely hard to initially identify funds to not only secure the salaried position but also to find funds for programme delivery post 2019. Demand as ever for the Charity's services continue to grow due to the high quality of impact being made by them and it is of concern that due to reduced funding this demand will not be able to be met. Core costs continue to be met by the Charity's self-generated income and the donation schemes it has in place. All involved with the Charity will be continuing to apply for and hopefully secure funds to cover the core costs but due to the difficult funding climate the Charity will also be looking at furthering its donation schemes as well as further fundraising initiatives to help with meeting the costs of operating.

3. Phase 1 of projektsywa health & fitness is still in place delivering affordable health and fitness to the community in particular BAME (Black Asian Minority Ethnic) females. There are other gyms which have opened locally who are meeting the same needs for such under-represented groups and it is vital that WYA address this for the future or re-evaluate what it wants to do with this space. The equipment needs updating within the cardiovascular section as well as potentially looking for qualified volunteers to staff the facility and increase the opening hours.

4. Work has been continuing towards the completion of Phase 2 of the projektsywa Capital Refurbishment Programme, albeit slow due to lack of funds. The Charity was unsuccessful with its bid for £60K from The Garfield Weston Foundation Anniversary Fund in October 2018 which was very disappointing for all those involved with it as the application was very strong with a significant financial contribution coming from the Charity itself. If these funds can be secured it would dramatically speed up the process of completion and see the building ready to be open to the general public to provide health and fitness provision, education and training initiatives to disadvantaged children, young people and communities. WYA well understand the importance of the completion of the capital refurbishment programme as it is missing out on potential additional income as mentioned last year, the issue is around capacity as it has to continue the day to day activity of the Charity's core programme delivery as well as developing its projektsywa Community Initiative Programme which through the income it generates help keep it afloat. The Trustees are looking at furthering their objective of raising funds through private donations through individuals as well as business as the response is quicker in whether the outcome is successful or not, they will continue to search for further capital funding opportunities in order that it is able to start work on Phase 3 of projektsywa which will see expansion of the gym and the activity being delivered by Phase 1 of projektsywa which is only performing at a reduced level due to a lack of space.

## **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

### **TRUSTEES ANNUAL REPORT (continued)**

5. The Charity is maintaining its current delivery model through the donation schemes it has set up as well as through the delivery of its projektswya Social Enterprise Programme Initiative which have an affordable charge associated to them. If the case remains the same in that grant funding will still be a struggle to secure WYA will have to increase their efforts in fundraising activity and/or either have to raise their charges for participation on the social enterprise programmes, it will be monitoring this over the next 12 months. If this is not addressed then there will be an increased burden placed on the Charity's reserves.

6. The core costs of operating the Charity excluding the salaried position have been met by the donation schemes that the Charity had put in place as was the requirement of funding received by Comic Relief, to improve resilience of the Charity it required up to 3 to 6 months reserves. This has been the case since September 2015, the salaried position is now also being met from this source of funding also alongside the social enterprise initiatives. The Programme Manager position has agreed to stay in position to ensure that the Charity's work is not affected in any way and it maintains a strong position within the local communities of Burnley & Pendle which the Trustees are happy to report is the case. The Trustees express their thanks to the Programme Manager who continues to work hard on behalf of the Charity and has taken a major reduction in salary to ensure that WYA continues to be able to not only have a presence but continue to deliver high quality provision.

The Trustees are well aware of other charities and groups folding within the local area due to being in a similar position as WAY. The Charity has genuine passion in wanting to deliver change to disadvantaged children and young people but also the wider community in improving their lives.

As was reported in the previous year's Annual Report the Charity will continue to identify further fundraising opportunities for the financial year 2019 – 20 and beyond.

### **Areas of Good Practice**

It has been an extremely difficult 24 months for WYA in terms of securing funds but in terms of impact and delivery the Charity continues to have a strong presence and maintain the number of disadvantaged young people it engages and works with. This is only achievable through the Charity working with the right partner organisations who have a similar mind-set and approach in tackling the issues being faced by disadvantaged young people.

Regardless of the fact that the Charity is small in comparison to the other larger organisations locally the programme offer being provided is still of a higher quality in comparison with more positive outcomes which are beneficial over the longer term. Additionally the running costs in terms of delivery are also far less in comparison therefore providing better value for money.

Due to the Charity not being able to secure funds for the last 2 years it has been working harder instead on showcasing its social enterprise initiatives which have been helping it generate income on its social media platforms so that it can bring further participation which will increase income as well as attract further support for the work it is delivering through private financial contributions as well as creation of potential new working partnerships.

## **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

### **TRUSTEES ANNUAL REPORT (continued)**

#### **Areas of Improvement**

1. The Charity website still requires to be updated as has been the case for a number of years with up to date content about the activities that WYA delivers and associated content. Funding has still not been secured for this aspect and the Trustees have been looking at getting in kind support but to no avail. It was agreed that this will remain the case for the foreseeable future. The Charity will continue to utilise its social media platforms to provide information with regard to the Charity's operations but the Trustees will continue to look at updating the website as they understand the importance of having one providing the Charity with greater credibility.
2. WYA will be continuing with its policy of monitoring how well projektswym health & fitness PHASE 1 is performing in order that it runs in an efficient manner to ensure it helps contribute to the overall running costs of the Charity with minimum burden on it.
3. PHASE 2 of the capital refurbishment programme still remains incomplete and it is important that this is finished as it will provide long term sustainability for the Charity and ensure its future despite a difficult financial climate. As funding has become more and more difficult to secure it is of paramount importance that PHASE 2 is completed to enable WYA to expand its health and fitness provision which there is a demand for, the building will also demonstrate to funders that the Charity is here to stay.
4. WYA's ethos is to become self-reliant and sustainable therefore the Charity requires to maintain strengthening its fundraising activity and will continue to identify potential opportunities for doing this in the next financial year 2019 – 20 as it has been doing in this financial year. It also requires maintaining its current support through the donation schemes it has set up and ensuring that there is consistency in the funds being currently raised.

#### **Partners**

Asda Colne  
Burnley Borough Council  
Burnley Leisure Trust  
Eureka STEM Maths & Science Academy  
Lancashire County Council Library Services  
Manchester Youth Zone  
Muslim Global Relief  
Stalos Consultancy  
The Rank Foundation  
Volunteer Burnley  
Volunteer Pendle

## **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

TRUSTEES ANNUAL REPORT (continued)

### **Further Developments**

The Charity has had a difficult 12 months as it has not managed to secure any grant funding whatsoever for the financial period 2018 – 19. It has however continued to deliver service provision to young people and disadvantaged communities within Burnley and Pendle. Due to not being able to secure funds WYA have placed greater emphasis on the community initiatives that it delivers to enable it to continue to have a presence as well as provide services which are addressing a need and generate income.

The funding for the salaried position has come to an end and so has the funding from The Peter Harrison Foundation towards programme delivery costs. These will now have to be covered through the Charity's own reserves in order for the Charity to be able to continue but this now means there has been an increased burden placed on the reserves, this will have to be addressed as a priority to try to raise further income through the projektswya Initiatives or increase of donors.

In summary priority for the next 12 months will be to secure funding for the salaried position for a further 3 years, revenue towards programme delivery and the completion of PHASE 2 of projektswya.

### **FINANCIAL REVIEW**

#### **Financial position**

The Receipts and Payments Account and Statement of Assets and Liabilities are on pages 10 and 11.

Unrestricted funds held at the year-end amounted to £11,266.

The charity aims to hold 3 months expenditure in unrestricted funds – at present the amount is lower than the target.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Trustees**

The trustees as listed on page 2 served throughout the year and are in office as of the date of this report.

#### **Governing document**

Governed by the Constitution adopted on the 19th day of January 2007, amended on 15th June 2010.

#### **Structure**

The Management Committee form a cohesive group who meet regularly to discuss matters relating to governance and management, also to steer the direction of Whitefield Youth Association

The Management Committee is made up of professionals from the legal profession, public sector, and private sector. There is considerable diversity in the Management Committee, especially gender, race and faith. The majority of the Committee Members are residents of Nelson and specifically the Whitefield ward, and hence the name.

## **Whitefield Youth Association**

**Year ended 31<sup>st</sup> March 2019**

TRUSTEES ANNUAL REPORT (continued)

### **Charitable status**

The Association obtained charitable status on 15th June 2010, reg no. 1136520. The charity is working towards becoming a Charitable Incorporated Organisation.

### **Risk management**

The Trustees have introduced a risk management process to assess business risks and are implementing systems to mitigate these risks. Internal risks are minimised by the implementation of procedures or authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the Charity. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the premises. These procedures are periodically reviewed to ensure that they still met the needs of the Charity.

Approved by order of the board of trustees on 19<sup>th</sup> December 2019 and signed on its behalf by:

M. Javed Khan – Trustee



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF WHITEFIELD YOUTH ASSOCIATION**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31<sup>st</sup> March 2019.

### **Responsibilities and basis of report**

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the charity as required by Section 130 of the Act; or
- (2) the accounts do not accord with those records.

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

M R Heaton FCCA FCIE DChA  
KM Business Solutions Limited  
1<sup>st</sup> Floor, Block C,  
The Wharf  
Burnley  
Lancashire  
BB11 1JG

19<sup>th</sup> December 2019

# WHITEFIELD YOUTH ASSOCIATION

Year ended 31<sup>st</sup> March 2019

## RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted funds £	Restricted funds £	Total funds £	As @ 31.3.18 £
<b>Receipts</b>				
<b>Donations and Legacies</b>				
Projektswyma	16,035	-	16,035	14,410
Appeals and donations	8,126	-	8,126	3,298
Interest on cash deposits	20	-	20	13
<b>Grants</b>				
	-	-	-	-
The Rank Foundation	-	-	-	7,500
Monument	-	-	-	10,000
The Tudor Trust	-	-	-	28,500
Harrison Foundation	-	8,000	8,000	-
	24,181	8,000	32,181	63,721
<b>Payments</b>				
Wages	-	-	-	29,056
Pension	-	177	177	20
Consultancy	8,047	9,906	17,953	-
Online fundraising	480	-	480	958
Rent, rates, utilities and insurance	12,361	-	12,361	10,988
Facility costs	3,878	2,955	6,833	7,625
General maintenance	217	-	217	12,423
Equipment, clothing and kit	1,362	-	1,362	11,078
Volunteer costs	-	242	242	295
Printing, postage, stationery and telephone	165	-	165	164
Session fees	-	1,680	1,680	1,700
Delivery of football league and football insurance	-	296	296	547
Accountancy fees	1,200	-	1,200	1,200
Capital Refurbishment	300	1,381	1,681	-
Strike 4 Life Expenses	-	1,495	1,495	-
Training Kit	2,427	-	2,427	-
Rugby Programme	-	750	750	-
Gym & Football Equipment	-	1,039	1,039	-
Hunger Programme	353	-	353	-
Duke of Edinburgh	103	-	103	-
TV Licence	145	-	145	-
Good Neighbours	210	-	210	-
Materials	-	366	366	-
Total payments	31,248	20,287	51,535	76,054
Net of receipts/(payments)	-7,067	-12,287	-19,354	-12,333
Cash funds last year end	18,333	27,938	46,271	58,604
Cash funds this year end	11,266	15,651	26,917	46,271

**WHITEFIELD YOUTH ASSOCIATION**  
**Year ended 31<sup>st</sup> March 2019**

**STATEMENT OF ASSETS AND LIABILITIES**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>	<b>As at 31.03.18</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>CASH FUNDS</b>				
Bank current account	11,266	10,824	22,090	18,333
Deposit account		4,827	4,827	27,938
	<u>11,266</u>	<u>15,651</u>	<u>26,917</u>	<u>46,271</u>
<b>FIXED ASSETS</b>				
Solar panels	<u>5,095</u>	<u>-</u>	<u>5,095</u>	<u>5,095</u>

These accounts on pages 10 and 11 were approved by the Trustees on 19th December 2019 and signed on their behalf by:

M. Javed Khan - Trustee

## WHITEFIELD YOUTH ASSOCIATION

Year ended 31<sup>st</sup> March 2019

### NOTES TO THE FINANCIAL STATEMENTS

- 1 Basis of preparation  
These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities Act 2011.
- 2 Fund Accounting
  - (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity
  - (b) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor.
- 3 Taxation  
The charity is not liable to tax on its charitable activities.  
The charity is not registered for VAT. Irrecoverable VAT is included in the expense to which it relates.
- 4 Transactions with trustees  
No remuneration nor expenses were paid to trustees or any persons connected with them during the year or previous year.
- 5 Restricted funds

	<u>Balance</u>			<u>Balance</u>
	<u>bfd</u>	<u>Receipts</u>	<u>Payments</u>	<u>cfd</u>
	£	£	£	£
Rank Foundation	7500			7500
Monument Harrison Foundation	10614		-2463	8151
	2468	8000	-10468	
Tudor Trust	7356		-7356	
	27938	8000	-20287	15651

The purposes of these restricted funds is explained in the Trustees Annual Report.