

**YOUTH RESOURCE SERVICES
(The Rendezvous Sherborne) Ltd**

**Report and Financial Statements
for the year ended 31 March 2018**

**Charity no: 1162722
Company registered no: 07592624**

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD**

Legal and administrative information	3
Report of the trustees	4 - 8
Report of the independent examiner	9
Statement of financial activities	10
Balance sheet	11
Notes forming part of the financial statements	12-17

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Legal and administrative information

Trustees

Andrew May (Chairman)
Linda Bygrave
Rev Roy Catchpole
Prof Robert Eccleshall
James Gower (resigned 5th June 2018)
Penny Graham (Treasurer)
Carol Johnson
Julie Warren
Penelope Wallington

Charity Offices

The Rendezvous
Under Cheap Street Church
Sherborne
Dorset DT9 3BJ

Independent Examiner:

Mrs K E Wall MAAT
MoorMead House
Holwell
Sherborne
Dorset DT9 5LQ

Principal Bankers:

The Co-operative Bank plc
PO Box 101
1 Balloon Street
Manchester M60 4EP

Solicitors:

Mogers Drewett LLP
Spring House
East Mill Lane
Sherborne
Dorset DT9 3DP

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Trustees Report for the year ended 31 March 2018

Structure, governance and management

Youth Resource Services (The Rendezvous Sherborne) Ltd ('the Charity') is constituted as a company limited by guarantee and not having a share capital. The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, present their report along with the financial statements of the Charity for the year ended 31 March 2018.

The financial statements have been prepared in accordance with the accounting policies set out on pages 12 & 13 and comply with the current statutory requirements and the Charity's governing document.

Trustees

The Trustees named on page 3 have served during the year. Appointment of trustees is in accordance with the Charity's Articles of Association. The board is authorised to appoint new trustees to fill vacancies arising during the year. The Members of the Charity (who can also be Trustees) confirm the appointment of new trustees at each year's Annual General Meeting.

New Trustees undergo induction training to appraise them of their legal obligations under charity and company law, the Charity Commission guidance on public benefit, the content of the Articles of Association, the committee and decision-making processes, the business plan and the recent financial performance of the charity.

The Trustees are responsible for the governance of the Charity. The Board meet regularly six times a year. They have delegated authority for the day to day running of the charity to the Centre Manager. They have created Finance, Fundraising and Nominations Sub-Committees that are responsible for overseeing the finances of the Charity, fundraising and new trustee appointments and for making recommendations to the full Board. The Centre Manager attends all meetings of the Board and Finance Committee.

Investment Powers

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity, but no such investments are presently held.

Risk Management

Each year the Trustees actively review the major risks which the Charity faces and have established systems in place to mitigate these risks. A business plan is prepared each year and approved by the Trustees. As part of this process expected income and expenditure is carefully assessed to ensure the financial viability of the company.

Objects and Activities

The Charity's objects as set out in its Articles of Association are to help and educate young people in the Sherborne area through their leisure activities and through advice, guidance, information, education and formal and informal training and to provide a meeting place and Youth Advice Centre where young people can meet in a safe and relaxed atmosphere.

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Overview

The Rendezvous has had a strong year in every respect. Having celebrated our 20th anniversary last year we have gone from strength to strength with some important developments taking place in response to the changing need. To meet our duty as a charity and to deliver our mission, we have continued to provide the support needed by young people in the area and offer three broad services – advice, information and guidance; personal support around social, emotional and mental health and learning and employability. Through this we aim to help young people move towards greater self-reliance, motivation and aspiration and to be able to live happy, healthy and successful lives.

Over the year we have worked with 350 young people in a range of settings including the Rendezvous Centre, young parent's homes, the skatepark and streets of Sherborne and Gillingham and run a supportive lunchtime drop in session and 16 hours a week of one to one work at the Gryphon School during term times.

The demand for social, emotional or mental health support has been so great and the level of need so increasingly complex, that we have a small ring-fenced fund to cover the costs of free or heavily subsidised counselling sessions for those young people for whom counselling would be otherwise inaccessible, allocating places according to level of need. Families and individuals are also able to access counselling sessions held at the centre on a private basis; these sessions do not form part of the charity's formal offer although they do increase the level of specialist youth counselling provision available in the area.

Achievements and performance

On a one to one basis, working in a range of settings, we have helped young people improve their ability to cope with difficult situations and to build resilience for the future. We've reduced levels of stress and anxiety and helped A grade students overcome their fears, enabling them to sit in an exam hall and do their very best. We have helped young people to reduce levels of self-harm and drug and alcohol use and advised those beginning to engage in experimentation about the risks involved. We've referred some to specialist drug and alcohol services and by hosting the sessions at the centre ensure that we can provide ongoing support and encouragement for young people as they address their substance misuse.

The Rendezvous centre itself continues to play a central role in the lives of a core group of young people who attend our drop-in sessions after school and in some cases, as they grow older, often after work or on days off. One young man comes in after work, thankful that we helped him achieve his Level 2 English and Maths as not only did it enable him to access a Level 3 course at college but helped him achieve a better paid job with good prospects. He recently fixed some of our sagging furniture and refused any recompense on the basis that "you didn't charge me for Maths and English and so why should I charge you?" The centre was the first place that another young man came to the day he was released from prison. He knows that there are people who care what happens to him and working together we've helped him find work, keep on the straight and narrow and helped him negotiate access to his seven-year old daughter whom he has now spoken to for the first time in four years.

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Partnerships

We have continued to work closely with the Gryphon School providing group sessions and one to one support. We have also worked with the local Youth Club where our staff support delivery of sessions and are responsible for sessional safeguarding. We are delighted that we have found a way to work with Future Roots at Rylands Farm reaping benefits for the young people we work with and both organisations by providing tutor support and hosting examinations for young people who are taking part in the Future Roots alternative education programme.

Such was the success of last year's pilot project with the local Health Visitor team who refer vulnerable young parents to us that it has now become an accepted and integral part of our offer. Our Young Parents Lead has built excellent relationships with the local team and we are now receiving an average of one new referral a fortnight from the health visitors and other self-referrals. We have made 29 home visits in the last year resolving problems around housing and benefits before encouraging nine young parents to join the Young Parents Support group which is again beginning to thrive.

We have seen an increase in mental health referrals from GPs both locally and from the rural practices and the local school continues to refer students to us.

Training

Given the higher level of needs we are being asked to support, we have continued to invest heavily in staff training. Supervision sessions that were introduced in 2016 have continued for staff working with young people on a one to one basis. They have been a helpful way of sharing good practice, receiving advice and guidance about how to support young people's needs and manage their own emotional wellbeing. Additionally, staff have taken part in training around suicide and self-harm, a national two day Mental Health First Aid course and are looking forward to engaging in conflict resolution training from a London organisation who specialise in working with guns, gangs and knives.

Staffing

Our senior team leads remain unchanged but we have seen changes at the junior level. Although we pay well by local and national averages, part-time work proves financially unsustainable for young people looking to build an independent life and future.

Volunteers

Our volunteers continue to provide an invaluable service to the charity. They are committed and diligent and without them our tutoring programme would simply cease to exist. Over the year they have provided over 500 hours of one to one tuition for 21 young people who have all passed or are on the way to gaining their English and/or Maths qualifications. Others helping in the coffee bar provide familiar faces for the young people and are there to lend a hand, listen and challenge when needed.

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Public Benefit

Our work has continued to meet the key principles set out by the Charity Commissions guidance on public benefit (section 17(5) of the Charities Act 2011) – an identifiable benefit to the public or a section of the public. Our contribution to the health, wellbeing and economic futures of the young people we engage with is clearly evident.

Future Developments

Our focus for the coming year is to continue to build on our achievements by increasing our ability to:

- support more complex social, emotional and mental health needs by
 - providing higher level training for the staff
 - expanding counselling services through the recruitment and management of counsellors in training
- respond to needs by working in a wider range of settings beyond Sherborne
- extend and deepen our range of partnerships across the voluntary, statutory and business sectors

Fundraising

We have continued to develop a portfolio of mixed income streams with funds coming from grants, donations, earned income. In December we came to the end of our final annual grant from our largest donor, the Patsy Wood Trust, which is winding down its capital. We are very grateful to the Henry Smith Charity for stepping in for three years to plug some of this hole by covering 35 hours of youth worker salary (through to December 2019). We have continued to receive support from other local trusts and organisations, notably the Alice Ellen Cooper Dean Charitable Foundation, the Valentine Trust, Elizabeth & Prince Zaiger Trust as well as the Sherborne Country Fair, Faith in Action and the Give Life Live Life charity. The Friends of the Rendezvous has continued to raise money for us throughout the year.

We were delighted to be chosen as the local charity partner for retail outlet, 'White Stuff' and look forward to a long and fruitful relationship with them. A small income was derived from tutoring charges for young people of school age which have been used towards the newly introduced annual £500 fee to maintain our status as an OCR accredited examination centre.

Financial Review

Our total income was down 11% on the last year's record fundraising, but this was largely the result of the Patsy Wood Trust annual grant coming to an end in December 2017.

During the year we expected to make a small deficit when a surprise but a very welcome legacy of £30,000 from a long-term supporter Beryl Scrivens meant we finished the year with a surplus of £26,721 boosting our reserves to £133,965. Of this, £32,509 is restricted by funders and must be spent this coming year and a further £23,500 has been ring-fenced by the Trustees to invest in staff and services in line with our future development plans outlined above to meet the increasingly complex needs of the young people we serve (£15,000 on staff and volunteer training and expertise, the framework for our expanded mental health support services and recruitment and induction of counsellors in training and £8,500 on replacing the computer network which is now more than five years old). In practical terms this means our unrestricted reserves total (£101,456) stands at £77,956 which represent six months expenditure.

Costs remained firmly under control and again fell slightly by 2%, although our expansion plans will mean expenses are likely to rise modestly next year.

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Reserves Policy

In order to provide the Charity with adequate financial stability and the means to meet its charitable objectives for the foreseeable future, the Trustees agreed that the Charity's reserves should ideally be around six months of operational expenditure. This target was set having regards to our manner of operation and likely future funding streams.

Statement of Trustees' responsibilities

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to;

- (a) select suitable accounting policies and apply them consistently;
- (b) make judgements and estimates;

- (c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval

This report was approved by the trustees on 13 September 2018 and signed on their behalf.

Andrew May
Chair of the Trustees

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

I report on the accounts for the year ended 31 March 2018, which are set out on pages 10 to 17.

Respective responsibilities of directors and reporting accountant

As described on pages 7 & 8, the charity's Trustees/Directors are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act (the 2011 Act) and that an independent examination is needed.

Having satisfied ourselves 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 Commissioners. 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 statement below.

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
 - a. To keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - b. To prepare accounts which accord with the accounting records and to 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 (revised 2005) 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.

Mrs K E Wall MAAT

Date

MoorMead House
Holwell
Sherborne
Dorset DT9 5LQ

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Statement of Financial Activities for the
year ended 31 March 2018**

Incoming resources	Notes	Unrestricted Funds	Restricted Funds	2018	2017
Donations, grants & legacies	2	91,790	43,978	135,768	151,408
Charitable activities	3	24,076	0	24,076	31,659
Other fundraising activities	4	12,195	0	12,195	11,334
Investment income		34	0	34	12
		<u>128,095</u>	<u>43,978</u>	<u>172,073</u>	<u>194,413</u>
 Resources expended					
Charitable activities	5	44,684	56,189	100,873	97,840
Other fundraising activities	6	1,322	0	1,322	1,637
Premises & administration	7	36,997	6,160	43,157	49,524
		<u>83,003</u>	<u>62,349</u>	<u>145,352</u>	<u>149,001</u>
Net movement in funds		45,092	-18,371	26,721	45,412
Total funds brought forward		<u>56,364</u>	<u>50,880</u>	<u>107,244</u>	<u>61,832</u>
Total funds carried forward		<u>101,456</u>	<u>32,509</u>	<u>133,965</u>	<u>107,244</u>

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Balance Sheet as at 31 March 2018**

	Notes	2018	2017
FIXED ASSETS			
Tangible assets	9	<u>52</u>	<u>160</u>
CURRENT ASSETS			
Debtors	10	2,030	1,764
Stock		170	100
Cash at bank and in hand		<u>135,886</u>	<u>112,500</u>
		138,086	114,364
CREDITORS: Amounts falling			
due within one year	11	<u>4,173</u>	<u>7,280</u>
NET CURRENT ASSETS		<u>133,913</u>	<u>107,084</u>
Total assets less current liabilities		<u>133,965</u>	<u>107,244</u>
Funds of the Charity			
Unrestricted funds	12	101,456	56,364
Restricted funds		<u>32,509</u>	<u>50,880</u>
		<u>133,965</u>	<u>107,244</u>

The Trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the trustees on 12 September 2018 and signed on their behalf.

Mrs P Graham
Treasurer

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Notes to the accounts for the year ended 31 March 2018**

1. Accounting policies

1.1 Basis of preparation of accounts.

The financial statements have been prepared under the historical cost basis and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 with the Charities Act 2011.

1.2 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets for use by the charity are stated at cost less accumulated depreciation.

Depreciation is provided at rates calculated to write off the cost of valuation of each asset less its estimated residual value, over its expected useful life on the following basis:

Computers	25% straight line basis
Sound recording equipment	25% straight line basis
Furniture, fittings and equipment	15% straight line basis
Improvements to premises	15% straight line basis

Impairment reviews are carried out as and when evidence comes to light that the recoverable amount of a functionable fixed asset is below its net book value due to damage, obsolescence or other factors.

1.3 Incoming resources

During the year to 31 March 2018 the analysis of income has been consistent with the previous year.

Income is divided up between donations, grants & legacies, charitable activities and other fundraising activities. All income is accounted for as received by the charity unless in exceptional circumstances a receipt is both imminent and virtually certain and its exclusion would distort the accounts.

No permanent endowments have been received either in the period or in the past.

1.4 Resources expended

During the year to 31 March 2018 the analysis of expenditure has been consistent with the previous year.

Costs are divided between charitable activities, other fundraising activities and premises & administration. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Notes to the accounts for the year ended 31 March 2018**

Fundraising costs comprise costs incurred mainly in raising funds locally. All other expenditure is shown under premises and administration.

Value Added Tax is not recoverable by the charity, and as such is reported as part of the expenditure to which it relates.

1.5 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD**

Notes to the accounts for the year ended 31 March 2018

INCOMING RESOURCES	2018	2017
2. Donations, grants and legacies		
Donations	32,315	43,509
Grants	73,453	107,899
Legacies	30,000	0
	<u>135,768</u>	<u>151,408</u>
3. Charitable activities		
Outreach	2,117	0
Young People development	4,438	4,438
Advice, information and guidance	9,404	8,528
Housing support	3,333	5,000
Learning and Education	4,784	13,693
	<u>24,076</u>	<u>31,659</u>
4. Other Fundraising activities		
Partnership income	2,475	450
Coffee bar income	3,354	4,377
Friends of the Rendezvous	1,101	3,612
Young Parents	30	1,538
Miscellaneous	5,235	1,357
	<u>12,195</u>	<u>11,334</u>
RESOURCES EXPENDED		
5. Charitable activities		
Salaries	90,264	89,627
Staff training, recruitment and welfare	3,713	1,807
Travel and subsistence	1,448	1,227
Sundry expenses	3,441	2,389
Client support	2,007	2,790
	<u>100,873</u>	<u>97,840</u>
6. Other fundraising activities		
Coffee bar	527	694
Function costs	100	803
Sundry expenses	695	140
	<u>1,322</u>	<u>1,637</u>

YOUTH RESOURCE SERVICES

(THE RENDEZVOUS SHERBORNE) LTD

Notes to the accounts for the year ended 31 March 2018

7. Premises and administration

Salaries	19,631	20,386
Premises	11,875	15,379
Other administration	10,876	8,781
Depreciation	<u>775</u>	<u>4,978</u>
	<u>43,157</u>	<u>49,524</u>

8. Staff costs

No remuneration was paid to trustees in the year.

Trustees' direct expenses were reimbursed. The staff costs were:

	2018	2017
Wages and salaries	105,090	105,951
Social security	4,031	3,688
Pension	774	374

The average weekly number of staff employed calculated as full time equivalents during the year was as follows:

Charity work	3.5	3.5
--------------	-----	-----

No employee received remuneration of more than £60,000.

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Notes to the accounts for the year ended 31 March 2018**

9. Tangible fixed assets for use by the charity

	Recording Studio £	Furniture Fittings £	Computers £	Premises Improvements £	Total £
Cost or valuation					
31 March 2017	3,331	6,605	14,297	2,775	27,008
Additions	332	335	0	0	667
Disposals	0	0	0	0	0
As at 31 March 2018	<u>3,663</u>	<u>6,940</u>	<u>14,297</u>	<u>2,775</u>	<u>27,675</u>
Depreciation					
31 March 2017	3,238	6,538	14,297	2,775	26,848
Charge for the year	425	350	0	0	775
As at 31 March 2018	<u>3,663</u>	<u>6,888</u>	<u>14,297</u>	<u>2,775</u>	<u>27,623</u>
Net book value					
As at 31 March 2017	<u>93</u>	<u>67</u>	<u>0</u>	<u>0</u>	<u>160</u>
Net book value					
As at 31 March 2018	<u>0</u>	<u>52</u>	<u>0</u>	<u>0</u>	<u>52</u>
				2018	2017
10. Debtors					
Sundry debtors				1,383	90
Prepayments				647	1,674
				<u>2,030</u>	<u>1,764</u>
11. Creditors: amounts falling due within one year					
Trade creditors				1,356	2,520
Other taxes and social security costs				1,997	3,811
Other creditors				820	949
				<u>4,173</u>	<u>7,280</u>

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Notes to the accounts for the year ended 31 March 2018**

12. Statement of movement on unrestricted funds

	2018	2017
Reserves brought forward	56,364	30,709
Net movement in funds	45,092	25,655
	<u>101,456</u>	<u>56,364</u>