

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

**Report and Financial Statements
for the year ended 31 March 2017**

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

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

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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
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 2017

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 2017.

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

The activities of the Charity are reported on each year in an Annual Review available to our supporters and other interested parties.

Public Benefit

In planning our activities we keep in mind the Charity Commissions guidance on public benefit (section 17(5) of the Charities Act 2011). The two key principles set out by the Commission are:

- An identifiable benefit
- The benefit must be to the public or a section of the public

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. We offer three broad services – advice, information and guidance; personal support 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.

The main focus of our activities is increasingly the support we offer for young people with social, emotional or mental health needs. This now comprises over 50% of our work whilst the provision of advice and guidance services (resolution of practical problems of housing, benefits, employment etc) comprises 25% and our learning offer 22%.

Our services are completely free to all young people. Keeping our services free is intrinsic to our ethos and to deliver/fulfilling our mission as the majority of young people we see fall in the lowest socio-economic group and would otherwise be unable to access private services. This is particularly important in the area of mental health where there is little statutory support available for those who are not at crisis point and to pay privately is beyond the reach of the majority of our users.

Over the year 350 young people have visited the Rendezvous. This is an increase of a sixth on last year. They have made more than 2500 visits to the centre whilst this year our team of staff and volunteers have held more than 400 appointments to support young people offsite. Most of the young people we see live in Sherborne and the surrounding villages but some travel from further afield and we are seeing many more young people who are based in Yeovil, the nearest town across the Somerset border.

The Rendezvous has continued to welcome all young people from 13-25 regardless of personal background, faith, gender or personal circumstances. Our open door ethos enriches everyone as knowledge, ideas and experiences are shared and we believe this philosophy of openness to all helps everyone through the sharing of skills, aptitudes and life experiences.

Achievements and performance

In 2016-2017 our increased management capacity continued, thanks to the Patsy Wood Trust. This has again enabled us to continue to be more proactive and outward facing, developing positive working relationships and partnerships to ensure the best outcomes for the young people of the area.

We have again had some notable successes with individual young people, helping them to transform their lives in a variety of ways. We continue to be generalists rather than specialists but have invested in training and engaged the support of an Educational Psychologist to ensure that our team are better able

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to support the increasingly complex needs of the young people they see. We know the work we do is of high quality and highly valued by statutory services including the Children & Adolescent Mental Health Service, GPs, health visitors and local school because referrals from these agencies have increased threefold over the last year.

Over 50% of our work now involves the support of young people with social, emotional and mental health issues. This is delivered primarily through one to one meetings but also through our drop in sessions which allow us to work with young people who are reluctant to engage with statutory services. However, we have also delivered through three short group projects at the local school and Youth Club.

Our work with the local school is stronger than ever. Our senior Advice and Information specialist has been spending one day a week in the school providing one to one support for young people who have been referred to us by their SENCO team. This helps address transport issues for those young people who live in the villages and would be unable to see us at the centre at our regular session, aimed at school age students, RV Wednesday.

In February we piloted a project working with the local health visitor team and vulnerable young parents. For the first time we made home visits to those unable to attend the centre or join the weekly young parents group. Over two months we saw 11 young parents and were able to resolve housing and benefits issues, support the move to improved accommodation for one, enroll three to our English learning sessions. Four are now confident enough to join the young parents group and following a review meeting in late March it was agreed that the project and the positive partnership with the Health Visitor team would continue into 2017-2018.

We have had 22 learners study with us taking part in 180 hours of alternative schooling and over 250 hours of English and Maths tutoring. Some have now completed and gained their qualifications. Others are still continuing to finish final modules whilst new students are being taken on for September. The qualifications these young people have gained by learning with us have enabled them to go on to other things – one was finally able to take up a place studying Drama at University which was contingent on her gaining a Level 2 Maths qualification, she had failed her GCSE four times; another was able to start an apprenticeship at an optician the day after she received notification of her pass; another joined the army whilst others have gone to college and found work.

For the second year running we ran a successful summer outreach project in the local Skatepark which helped us to meet new people, promote our services and have meaningful discussions about relationships, drugs and alcohol, work and school. Following the closure of the local council funded youth club we have provided support to the new community led organisation that has taken on the management of the building. Our senior youth worker has been jointly running the Sherborne Area Youth and Community Centre's youth club sessions as well as taking responsibility for child protection as their Designated Safeguarding Lead.

Together, our work with the Youth Club and the school is continuing to demonstrate that the Rendezvous is at the centre of the community as a highly regarded and professional organisation that is there to catch anyone who might be in need of support no matter who they are, where they come from, what they have done or not done.

YOUTH RESOURCE SERVICES (THE RENDEZVOUS SHERBORNE) LTD

Future Developments

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

- ongoing development of our offer to young people – this includes addressing staffing and training needs to enable us do more work with young people offsite - for example making home visits to vulnerable young parents and their children.
- further development of our strategic partnerships within the community to help us reach more young people and ensure the best outcomes possible through collaborative working – this includes developing our relationships with referral partners CAMHs, and the local school to ensure that no young person is left without access to some support at a time when all services are under extreme pressure and waiting lists for some statutory services can be over six months.
- developing new income streams from commissioned work that helps to deliver the charity's mission and meets a real and obvious need in the community – this includes responding to tenders to provide services to young people in local villages and towns where no other services exist.

Financial Review

During the year we made a surplus of £45,412 and our reserves now stand at £107,244, although £50,880 of this amount is restricted and will be spent this year. Unrestricted reserves amount to £56,364 which represent about six and a half months expenditure. Total income was up following a very successful fundraising year, but next year we shall no longer receive the same level of support from our major donor, the Patsy Wood Trust. We are incredibly grateful for their historic support. We hope that other Dorset trusts and local organisations, notably the Alice Ellen Cooper Dean Trust, the Valentine Trust, Elizabeth & Prince Zaiger Trust as well as the Sherborne Country Fair and many other local charities will continue to support us as generously as in previous years. The Friends of the Rendezvous continue to raise large sums for us and are always ready to help whenever help is needed. We have made significant progress in expanding our local fundraising from supportive local individuals.

Costs were kept firmly under control and actually fell slightly, although new front line staff were recruited late in the financial year and total expenses are likely to rise marginally next year.

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 have agreed that the Charity's reserves should ideally be within the range of four and six months operational unrestricted expenditure. This target was set having regards to our manner of operation and likely future funding streams. As at the end of March 2017 reserves were equivalent to six and a half months of unrestricted operational expenditure. This level is expected to fall over the next two years to nearer the bottom end of our target range as we receive less funds from our major supporter.

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;

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(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 2017 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 2017, 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 2017**

Incoming resources	Notes	Unrestricted Funds	Restricted Funds	2017	2016
Donations, grants & legacies	2	83,208	68,200	151,408	104,621
Charitable activities	3	31,659	0	31,659	36,412
Other fundraising activities	4	11,334	0	11,334	6,989
Investment income		12	0	12	18
		<u>126,213</u>	<u>68,200</u>	<u>194,413</u>	<u>148,040</u>
Resources expended					
Charitable activities	5	62,222	35,618	97,840	99,338
Other fundraising activities	6	1,637	0	1,637	1,220
Premises & administration	7	36,699	12,825	49,524	50,511
		<u>100,558</u>	<u>48,443</u>	<u>149,001</u>	<u>151,069</u>
Net movement in funds		25,655	19,757	45,412	-3,029
Total funds brought forward		<u>30,709</u>	<u>31,123</u>	<u>61,832</u>	<u>64,861</u>
Total funds carried forward		<u>56,364</u>	<u>50,880</u>	<u>107,244</u>	<u>61,832</u>

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Balance Sheet as at 31 March 2017**

	Notes	2017	2016
FIXED ASSETS			
Tangible assets	9	<u>160</u>	<u>5,139</u>
CURRENT ASSETS			
Debtors	10	1,764	5,526
Stock		100	100
Cash at bank and in hand		<u>112,500</u>	<u>56,073</u>
		114,364	61,699
CREDITORS: Amounts falling			
due within one year	11	<u>7,280</u>	<u>5,006</u>
NET CURRENT ASSETS		<u>107,084</u>	<u>56,693</u>
Total assets less current liabilities		<u>107,244</u>	<u>61,832</u>
Funds of the Charity			
Unrestricted funds	12	56,364	30,709
Restricted funds		<u>50,880</u>	<u>31,123</u>
		<u>107,244</u>	<u>61,832</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 13 September 2017 and signed on their behalf.

Mrs P Graham
Treasurer

**YOUTH RESOURCE SERVICE
(THE RENDEZVOUS SHERBORNE) LTD
Notes to the accounts for the year ended 31 March 2017**

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 2017 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 2017 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 2017**

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 2017

INCOMING RESOURCES	2017	2016
2. Donations, grants and legacies		
Donations	43,509	27,541
Grants	107,899	67,080
Legacies	0	10,000
	<u>151,408</u>	<u>104,621</u>
3. Charitable activities		
Outreach	0	1,123
Youth development	4,438	4,438
Advice, information and guidance	8,528	9,300
Housing support	5,000	5,000
Lifeskills courses	13,693	16,551
	<u>31,659</u>	<u>36,412</u>
4. Other Fundraising activities		
Letting income	450	285
Coffee bar income	4,377	3,963
Friends of the Rendezvous	3,612	2,019
Young Parents	1,538	557
Miscellaneous	1,357	165
	<u>11,334</u>	<u>6,989</u>
RESOURCES EXPENDED		
5. Charitable activities		
Salaries	89,627	91,795
Staff training, recruitment and welfare	1,807	2,698
Travel and subsistence	1,227	242
Sundry expenses	2,389	2,354
Client support	2,790	2,249
	<u>97,840</u>	<u>99,338</u>
6. Other fundraising activities		
Coffee bar	694	612
Function costs	803	576
Sundry expenses	140	32
	<u>1,637</u>	<u>1,220</u>

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

Notes to the accounts for the year ended 31 March 2017

7. Premises and administration

Salaries	20,386	13,693
Premises	15,379	19,832
Other administration	8,781	9,994
Depreciation	4,978	6,992
	<u>49,524</u>	<u>50,511</u>

8. Staff costs

No remuneration was paid to trustees in the year.

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

	2017	2016
Wages and salaries	105,951	101,809
Social security	3,688	3,679
Pension	374	0

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

Charity work	3.5	3.5
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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 2017**

9. Tangible fixed assets for use by the charity

	Recording Studio £	Furniture Fittings £	Computers £	Premises Improvements £	Total £
Cost or valuation					
31 March 2016	3,331	6,605	14,297	2,775	27,008
Additions	0	0	0	0	0
Disposals	0	0	0	0	0
As at 31 March 2017	<u>3,331</u>	<u>6,605</u>	<u>14,297</u>	<u>2,775</u>	<u>27,008</u>
Depreciation					
31 March 2016	2,406	5,850	10,990	2,623	21,869
Charge for the year	832	688	3,307	152	4,979
As at 31 March 2017	<u>3,238</u>	<u>6,538</u>	<u>14,297</u>	<u>2,775</u>	<u>26,848</u>
Net book value					
As at 31 March 2016	<u>925</u>	<u>755</u>	<u>3,307</u>	<u>152</u>	<u>5,139</u>
Net book value					
As at 31 March 2017	<u>93</u>	<u>67</u>	<u>0</u>	<u>0</u>	<u>160</u>
				2017	2016
10. Debtors					
Sundry debtors				90	3,598
Prepayments				1,674	1,929
				<u>1,764</u>	<u>5,527</u>
11. Creditors: amounts falling due within one year					
Trade creditors				2,520	1,676
Other taxes and social security costs				3,811	1,919
Other creditors				949	1,411
				<u>7,280</u>	<u>5,006</u>

**YOUTH RESOURCE SERVICES
(THE RENDEZVOUS SHERBORNE) LTD
Notes to the accounts for the year ended 31 March 2017**

12. Statement of movement on unrestricted funds

	2017	2016
Reserves brought forward	30,709	31,439
Net movement in funds	25,655	-4348
Gross transfer from restricted funds	<u>0</u>	<u>3,618</u>
	<u><u>56,364</u></u>	<u><u>30,709</u></u>